

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER		PAGE 1 OF 62	
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER W9126G-07-T-0012	
6. SOLICITATION ISSUE DATE 01-Nov-2006		7. FOR SOLICITATION INFORMATION CALL:		a. NAME PAUL S RACICOT		b. TELEPHONE NUMBER (No Collect Calls) 254-939-1829	
8. OFFER DUE DATE/LOCAL TIME 11:53 AM 12 Jan 2007		9. ISSUED BY USACE, FT. WORTH DISTRICT LITTLE RIVER PROJECT OFFICE 3110 FM 2271 BELTON TX 76513-6522 TEL: (254) 939-1829 FAX: (254) 939-8061		10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> SET ASIDE: 100 % FOR <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: 561990 SIZE STANDARD: \$6.0 Million		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	
12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		13b. RATING		14. METHOD OF SOLICITATION <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP	
15. DELIVER TO SEE SCHEDULE		16. ADMINISTERED BY		17a. CONTRACTOR/OFFEROR TEL. FACILITY CODE		18a. PAYMENT WILL BE MADE BY	
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM					
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	SEE SCHEDULE						
25. ACCOUNTING AND APPROPRIATION DATA					26. TOTAL AWARD AMOUNT (For Govt. Use Only)		
27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3. 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED					27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED		
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>0</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.					29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:		
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)		31c. DATE SIGNED	
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) TEL: EMAIL:			

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS (CONTINUED)						PAGE 2 OF 62		
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT	
	SEE SCHEDULE							
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____								
32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE				32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE					32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
					32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE			
33. SHIP NUMBER		34. VOUCHER NUMBER		35. AMOUNT VERIFIED CORRECT FOR		36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER
<div style="display: flex; justify-content: space-between;"> PARTIAL FINAL </div>								
38. S/R ACCOUNT NUMBER		39. S/R VOUCHER NUMBER		40. PAID BY				
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER				41c. DATE				42a. RECEIVED BY <i>(Print)</i>
								42b. RECEIVED AT <i>(Location)</i>
								42c. DATE REC'D <i>(YY/MM/DD)</i>

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	GATE ATTENDANT SERVICES-LRPO FFP FURNISH ALL LABOR, MATERIALS, AND EQUIPMENT (UNLESS OTHERWISE NOTED) TO PROVIDE GATE ATTENDANT SERVICES IN ACCORDANCE WITH THE ATTACHED SPECIFICATIONS AND BID SHEETS FOR VARIOUS PARKS AND PERIODS LOCATED THROUGHOUT THE LITTLE RIVER PROJECT OFFICE LAKES. MULTIPLE AWARDS WILL BE MADE FROM THIS SOLICITATION. AWARDS WILL BE BASED ON BEST VALUE TO THE GOVERNMENT. FACTORS TO BE CONSIDERED ARE PRICE AND PAST PERFORMANCE ISSUANCE OF PURCHASE ORDERS WILL BE MADE IN THE ORDER WHICH IS MOST ADVANTAGEOUS TO THE GOVERNMENT. IF A VENDOR DECLINES TO ACDCPT A PURCHASE ORDER FOR A PARK, THE VENDOR WILL NOT BE CONSIDERED FOR ANY OTHER AWARDS OFFERED IN THE SOLICITATION. ONLY ONE OFFER WILL BE MADE BY THE GOVERNMENT. SEE ATTACHED SPECIFICATIONS AND BID SHEETS. FOB: Destination	1	Lump Sum		

NET AMT

**** ATTENTION BIDDER ****

We need your help! Did this information make it to you in time to find out how to bid? Did you want to bid on summer or winter only? Do you want OFF* the LRPO (Belton, Stillhouse Hollow, Georgetown, Granger and Canyon Lakes) bidders list or know someone who wants ON the list? We can assist you! Send us changes or give us a call.

Email: ceswf-od-ga@swf02.usace.army.mil

Mail: Granger Lake
Attn: GA Bidders Info
3100 Granger Dam Road
Granger, TX 76530

Phone: 512/859-2668 Ask for Scott

Please help us by keeping your information up to date. We need your name, address, phone (regular and cellular), email address and the season you want information on (Winter or Summer) so we can be more efficient in our mailing.

Thanks for your help!

*We only control the bidders list for the listed lakes.

ATTACHMENT 1: Contractor Information Sheet - Little River Project Office Lakes****THIS MUST BE COMPLETED AND RETURNED WITH YOUR QUOTATION****

NAME: Person #1 _____ **SSN:** _____
 (Last, First Middle) (Social Security Number)

Person #2 _____ **SSN:** _____
 (Last, First Middle) (Social Security Number)

IN THE EVENT OF AWARD, ISSUE PURCHASE ORDER TO:

NAME: _____
 (Last, First Middle)

ADDRESS: _____
 (Number & Street) (City, State and Zip)

HOME PHONE NUMBER _____ **MOBILE** _____
 (Area code and number) (Area code and number)

EMAIL ADDRESS: _____

DUNS NUMBER _____ **CAGE CODE NUMBER** _____

PRESENT/FORMER (If retired) OCCUPATION:

Person #1 _____

Person #2 _____

PREVIOUS EXPERIENCE AS GATE ATTENDANT: (Location, Supervisor and phone number)
ADDITIONAL PAPER CAN BE USED.

EXPERIENCE WITH COMPUTER EQUIPMENT/PROGRAMS: (check all that apply)

	Person # 1	Person #2
Cash Register	<input type="checkbox"/>	<input type="checkbox"/>
National Recreation Reservation System (NRRS)	<input type="checkbox"/>	<input type="checkbox"/>

SIGNATURES:

Person #1 _____ **Person #2** _____

**LAKE GEORGETOWN
SUMMER GATE ATTENDANT BID SHEET**

Item #	Attendant Position	Est. # of Days		Bid Per Day		Total Cost
001	CEDAR BREAKS Shift 1 (4-Day)	92	x	\$ _____	=	\$ _____
01 APR 07 THRU 30 SEP 07						
002	OPTION YEAR CEDAR BREAKS Shift 1 (4-Day)	92	x	\$ _____	=	\$ _____
01 APR 08 THRU 30 SEP 08						
TOTAL BASE & OPTION						\$ _____
003	CEDAR BREAKS Shift 2 (4-Day)	91	x	\$ _____	=	\$ _____
01 APR 07 THRU 30 SEP 07						
004	OPTION YEAR CEDAR BREAKS Shift 2 (4-Day)	91	x	\$ _____	=	\$ _____
01 APR 08 THRU 30 SEP 08						
TOTAL BASE & OPTION						\$ _____
005	JIM HOGG PARK Shift 1 (4-Day)	92	x	\$ _____	=	\$ _____
01 APR 05 THRU 30 SEP 05						
006	OPTION YEAR JIM HOGG PARK Shift 1 (4-Day)	92	x	\$ _____	=	\$ _____
01 APR 08 THRU 30 SEP 08						
TOTAL BASE & OPTION						\$ _____

**LAKE GEORGETOWN
SUMMER GATE ATTENDANT BID SHEET**

Item #	Attendant Position	Est. # of Days		Bid Per Day		Total Cost
007	JIM HOGG PARK Shift 2 (4-Day)	91	x	\$ _____	=	\$ _____
01 APR 07 THRU 30 SEP 07						
008	OPTION YEAR JIM HOGG PARK Shift 2 (4-Day)	91	x	\$ _____	=	\$ _____
01 APR 08 THRU 30 SEP 08						
TOTAL BASE & OPTION						\$ _____
009	RUSSELL PARK Shift 1 (4-Day)	92	x	\$ _____	=	\$ _____
01 APR 07 THRU 30 SEP 07						
010	OPTION YEAR RUSSELL PARK Shift 1 (4-Day)	92	x	\$ _____	=	\$ _____
01 APR 08 THRU 30 SEP 08						
TOTAL BASE & OPTION						\$ _____
011	RUSSELL PARK Shift 2 (4-Day)	91	x	\$ _____	=	\$ _____
01 APR 07 THRU 30 SEP 07						
012	OPTION YEAR RUSSELL PARK Shift 2 (4-Day)	91	x	\$ _____	=	\$ _____
01 APR 08 THRU 30 SEP 08						
TOTAL BASE & OPTION						\$ _____

**LAKE GEORGETOWN
SUMMER GATE ATTENDANT BID SHEET**

Item #	Attendant Position	Est. # of Days		Bid Per Day		Total Cost
013	TEJAS CAMP Shift 1 (4-Day)	157	x	\$ _____	=	\$ _____
01 APR 07 THRU 30 SEP 07						
014	OPTION YEAR TEJAS CAMP Shift 1 (4-Day)	157	x	\$ _____	=	\$ _____
01 APR 08 THRU 30 SEP 08						
TOTAL BASE & OPTION						\$ _____

Point of Contact for Georgetown Lake is: **OLEN BURDITT – (512) 930-2283**

******* STILLHOUSE HOLLOW LAKE POSITION: *******

SH06a	Dana Peak Park #2 (No Option Period)	91	X	\$ _____	=	\$ _____
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NO OTHER BELTON OR STILLHOUSE LAKE POSITIONS ARE CURRENTLY OPEN

Granger Lake Bid Schedule (Summer)

Item #	Attendant Position	Estimated # of Days		Bid Per Day	Total Cost
GA001 Taylor 01 APR 07 THRU 30 SEP 07		131	X	\$_____	= \$_____
GA001A Taylor OPTION YEAR 01 APR 08 THRU 30 SEP 08		131	X	\$_____	= \$_____
TOTAL FOR BOTH YEARS \$_____					

Item #	Attendant Position	Estimated # of Days		Bid Per Day	Total Cost
GA002 Wilson Fox #2 01 APR 07 THRU 30 SEP 07		118	X	\$_____	= \$_____
GA002A Wilson Fox #2 OPTION YEAR 01 APR 08 THRU 30 SEP 08		118	X	\$_____	= \$_____
TOTAL FOR BOTH YEARS \$_____					

Item #	Attendant Position	Estimated # of Days		Bid Per Day	Total Cost
GA003 Willis Creek Park 01 APR 07 THRU 30 SEP 07		132	X	\$_____	= \$_____
GA003A Willis Creek Park OPTION YEAR 01 APR 08 THRU 30 SEP 08		131	X	\$_____	= \$_____
TOTAL FOR BOTH YEARS \$_____					

POINT OF CONTACT AT GRANGER LAKE IS SCOTT W. BLANK, 512/859-2668

Canyon Lake - Bid Schedule

<u>Item #/Description</u>	<u>Est. Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
0001 Gate Attendant Canyon Lake Potter's Creek "A"-Shift Base Year 1 Apr 07 - 30 Sep 07	131	Day	\$ _____	\$ _____
0001A Gate Attendant Canyon Lake Potter's Creek "A"-Shift Option Year 1 Apr 08 – 30 Sep 08	131	Day	\$ _____	\$ _____
0002 Gate Attendant Canyon Lake Comal Park "A" Shift Base Year 1 Apr 07 – 30 Sep 07	93	Day	\$ _____	\$ _____
0002A Gate Attendant Canyon Lake Comal Park "A" Shift Option Year 1 Apr 08 – 30 Sep 08	93		\$ _____	\$ _____
0003 Gate Attendant Canyon Lake Comal Park "B" Shift Base Year 1 Apr 07 – 30 Sep 07	91	DAY	\$ _____	\$ _____
0003A Gate Attendant Canyon Lake Comal Park "B" Shift Option Year 1 Apr 08 – 30 Sep 08	91	DAY	\$ _____	\$ _____

0004						
Gate Attendant						
Canyon Lake						
North Park "B" Shift	Base					
Year		196	DAY	\$	\$	
1 Apr 07 – 30 Nov 07						
0004A						
Gate Attendant						
Canyon Lake						
North Park "B" Shift	Option					
Year		196	DAY	\$	\$	
1 Apr 08 – 30 Nov 08						

GENERAL STATEMENT OF WORK
CESWF-OD-LR

4 JUNE 2006

U.S. Army Corps of Engineers
Little River Project Office (LRPO)
Gate Attendant Scope of Work & Responsibility
For All Lake Offices

1. GENERAL:

The services to be accomplished under this contract shall be accomplished by a two person team, or a single person at specifically identified locations, consisting of the contractor, plus 1 team member for most locations, with each person at least 21 years of age who are both physically and mentally capable of performing the duties identified in this Scope of Work (SOW) plus the individual lake's additional SOW and Gate Attendant Handbook, for the duration of the contract, including the option period if applicable. All work is to be performed by the identified contractor or team and may not be subcontracted. The contractor and team member must be identified on the "Contractor Information Sheet", attachment 1, to be accepted. The term "contractor" will refer to both members of the identified two person team. The contractor will be required to furnish all labor, equipment, fuel, transportation, tools and supplies (except as otherwise noted herein as Government furnished) necessary to provide the specified services for the duration of the contract period. Site visits are highly recommended prior to bidding. The total price of base year plus all options on an individual bid item cannot exceed \$25,000.

NOTE: AWARD OF THIS SOLICITATION WILL BE BASED ON THE BEST VALUE TO THE GOVERNMENT. FACTORS TO BE CONSIDERED ARE PAST PERFORMANCE, EXPERIENCE AND PRICE.

2. DEFINITIONS:

CONTRACTOR: The person awarded the contract. Gate attendant

CONTRACTING OFFICER (KO): The person with the authority to enter into, administer, and/or terminate contracts and make related determination and findings on behalf of the Government. This person will be identified on the SF1449 (Solicitation/Contract/Order for Commercial Items).

LAKE/PARK MANAGER: The manager of the local lake. The Park/Lake Manager may appoint an authorized representative to act in his behalf.

3. BASIC REQUIREMENTS: The following requirements for submitting a quote and receiving an award are now mandatory for conducting business with the DOD Government.

All offerors are required to obtain a Data Universal Numbering System (DUNS) number by calling 1-800-333-0505 or by visiting www.dnb.com.

All prospective contractors must be registered in the Central Contractor Registration (CCR) database prior to any award resulting from this solicitation. If at time of award, contractor is not registered, award will be made to the next successful "registered" offeror. Registration may be accomplished via the internet at www.ccr.gov.

All payments shall be made by Electronic Funds Transfer (EFT) or "direct deposit"

You must submit a completed "Contractor Information Sheet", Attachment 1, and your bid sheets to be considered.

4. TERM OF CONTRACT/DUTY HOURS:

The term of contract and duty hours are specified in each Lake Office's Scope of Work.

5. PRE-WORK CONFERENCE:

The contractor will be required to attend a pre-work conference to be conducted by the Lake/Park Manager or his representative, at each local lake office or other agreed upon location. This meeting will be to discuss the policies outlined in the Scope of Work and Responsibility. The pre-work conference is normally held the weekday before or on the first day the contractor begins providing the services.

6. PERMITS/COMPLIANCE:

The contractor shall, without additional expense to the Government, be responsible for complying with and obtaining any necessary licenses and/or permits. The contractor will comply with all Federal, State, County, and Municipal laws, codes and regulations in connection with the performance of the work.

7. TEMPORARY LIVING QUARTERS:

The contractor shall furnish a fully operable "self-contained" recreational vehicle (RV), travel trailer or motor home type, to serve as temporary living quarters for the duration of the contract. Maximum size of the trailer is determined by physical limitations of the site furnished and will be parked near the entrance to the park at a location to be designated by the Park/Lake Manager. Pickup (shell-type) campers, pop-up tent trailer, tents, mini-travel trailers, mobile homes, buses, or any other types of recreation vehicles that do not meet general size requirements or the "self-contained" classification, as determined by inspection of the Park/Lake Manager, will not be acceptable. In addition, the contractor shall provide and maintain a fully operable vehicle free of leaks and in good mechanical condition, which can be operated independently of the RV for purposes of personal or contract related transportation. Note: the RV vehicle must have a holding tank and the toilet must be of the recirculating or marine type. Adult family members and friends will not live with the contractor.

8. VISITORS OF THE CONTRACTOR/PARK ATTENDANT:

Visitors of the contractor will be required to lodge in the contractor's trailer, with the contractor or must utilize and pay for a campsite in the area. No visitors will be allowed

to hook-up to the contractor's utility hook-ups at any time. The 14 day camping limit applies.

9. UNIFORM DRESS AND PERSONAL APPEARANCE:

The contractor shall, at all times when on duty and when dealing with the public, be required to maintain a fully clothed and neat, well groomed appearance. Shoes shall be worn; however, sandals, thongs or similar footwear will not be permitted. The contractor will promote a favorable image of the Corps through personal appearance, actions, attitude and a willingness to assist park visitors in a prompt, courteous manner.

10. LIVING AREA AND GATEHOUSE MAINTENANCE:

The contractor will maintain the area where the trailer is parked (Gate Attendant Site) in a clean and sanitary condition at all time. No dog pens, horse corral, poultry cages or similar facilities for pets or the raising of animals will be allowed. All pets will be confined in the contractor's trailer or on a leash of 6 foot or less in length and must not disturb park visitors. The contractor's site will remain clean of animal waste at all times. No pets are allowed inside the gatehouse. No washers, dryers, deep freezers, or excessive personal items will be permitted around trailer pad areas or inside the gatehouse. Smoking is not allowed in or within 15 feet of the gatehouse. The contractor will maintain the gatehouse in a clean, orderly and sanitary condition at all times. Gate attendants will provide all equipment, tools, and supplies necessary to clean the gatehouse. Only authorized personnel are to enter the gatehouse at anytime. Solid waste and refuse shall be deposited in a nearby trash receptacle (dumpster) furnished by the Government.

11. USER FEES:

The contractor will follow fee collection, refund and campsite reservation procedures established by the U.S. Army Corps of Engineers, Fort Worth District, Little River Project Office and the local Park/Lake Manager. The contractor is required to collect User Fees daily, to insure that visitors have paid applicable user fees, utilizing the U.S. Army Corps of Engineers User Permit, ENG Form 4457 and /or an automated cash register, computer-system (Automated User Permit System AUPS), NRRS software or collection from an honor system vault. This includes going through the park to collect and safeguard fees when necessary. The contractor is required to collect user fees for specialized recreation sites, facilities and services provided by the Corps of Engineers. This may include, but are not limited to, camping, group facility use, day use, or special facility use. The contractor is required to accept cash, personal check, traveler's checks, money orders or credit card payments as methods of use fee payment. The contractor will be responsible for User Fee Permits (ENG Form 4457), cash register receipts & journal, computer generated receipts & yellow copy, signed credit card receipts, and all collected forms of use fee payments until turned over to an authorized fee collector/cashier. The contractor may be audited at any time, with or without prior notice, and is required to place all forms of collected use fee payments in the cash drawer provided. The cash drawer will remain closed immediately after every transaction and the automatic lock shall not be defeated at any time. All User Fee collections exceeding

\$150.00 will immediately be placed in the safe provided. The contractor is required to have \$50.00 in personal cash on hand at all times to make change. Personal funds and User Fee collections will not be co-mingled at any time. A signed statement with the amount of personal funds in use will be placed in the cash drawer and updated immediately anytime this amount changes.

12. DELIVERY / INSPECTION OF USE FEES:

All Lakes require User Fee submission a minimum of once a week. See "Use Fee Collections" in each lakes "Additional Scope of Work", for which process is used at the location(s) you are bidding. Inspections will be performed during the contract period as deemed necessary by the Lake/Park Manager.

13. SECURITY BONDING:

The contractor must be fully bonded or insured to cover collected funds not received by the designated government agent or Reserve America as directed in the specifications. The contractor is required to furnish the Little River Project Office Purchasing Agent proof of such bond or security in the minimum amount of \$5,000.00 payable to the Fort Worth District US Army Corps of Engineers. Condition of the bond obligation covers the loss of Government Funds/Use Fees that are stolen or embezzled by the contract gate attendant. The bond must name all persons that will handle Government Funds/ Use Fees. The bonds should note that the contract gate attendant collector(s) are not a direct employee of the Government. The term of the bond is to be a minimum of 60 days past the contract gate attendant's effective date of termination. A condition in the bond will require the bonding company to notify the Corps of Engineers before the bond is modified, terminated or cancelled, prior to the original termination date. The contractor must provide a copy of the bond no later than 10 days after the contract begins. The contractor can choose one of the following options to fulfill this requirement:

- a. Obtain a Business Services, Fidelity or Dishonesty bond from an insurance agent meeting the criteria stated above. The cost of the bond varies by type, individual and the issuing company.
- b. Furnish an irrevocable, unconditional letter of credit from a financial institution in the specified amount.

*****SPECIAL NOTICE*****

All persons handling Government monies or accessing the Government computer system under this contract shall be subject to a background investigation to establish their reliability, trustworthiness, conduct and character. By execution of the contract, the contractor certifies that all persons providing such services under the contract are so qualified, including but not limited to, not having been convicted of a felony. Any person so found not to have the necessary reliability, trustworthiness, conduct and character shall be dismissed. If the contractor fails to meet this requirement, the contract will be terminated for default. By providing a bid on this contract, you are providing authorization for US Army Corps of Engineers, its agents or representatives to investigate your background, as deemed necessary by such agent or representative, to establish your trustworthiness, reliability and character.

14. CAMPSITE RESERVATIONS:

The contractor will be required to take advance campsite reservations using the NRRS system. The contractor will be required to perform the following duties daily: obtain reservation data reports, i.e. bookings, arrival reports, cancellation reports, etc., from the local project office or accept the reports delivered in person, and /or transmitted by telephone, electronic mail received through a computer, facsimile machine, etc.; b) Maintain and update necessary status reports utilizing charts, status boards, note pads, card systems, computer/cash register systems, AUPS (Automated Use Permit System), etc., to insure that campsite status is kept current at all times; c) Keep records and monitor date of arrivals, departures, no-shows, cancellations, etc.; d) Fill out or process refund and credit voucher forms according to policy.; e) Identify reserved and vacant campsites by positing provided signs or markers. The contractor will furnish reliable, fully inspected, insured and presentable transportation to drive through the park as needed to determine occupied/vacant sites, post reserved/ vacant sites, collect use fees from honor vaults, etc. The contractor will also maintain records as necessary for the administration of the campsite reservation program as directed by the Park/Lake Manager. The contractor will accept the campsite reservation permit / confirmation letter as both proof and payment of the reservation.

15. GROUP SHELTERS:

The contractor will keep records and insure compliance of group shelter use as required by the Park/Lake Manager including the use of the NRRS system, where applicable.

16. CAMPING STATUS:

The contractor will record the campsite occupied and maintain record of the current status for each campsite occupied. The contractor will keep written records of each camper's length of stay to insure compliance with the Corps' camping policy. The contractor will register park users, issue appropriate passes and deliver messages to visitors as required by the Park/Lake Manager. The contractor will keep a written record of campers who are turned away due to lack of campsites or campsites with desired hook-ups. The contractor shall also participate as required in all Recreation Use Surveys that may be conducted.

17. VISITOR ASSISTANCE:

The contractor will occupy the gatehouse at all times during duty hours and is required to handout information pamphlets, copies of rules and regulations and maps to all visitors, courteously answer questions for visitors and assist campers or visitors in locating campsites. The contractor will advise campers and park visitors (1) to utilize only developed facilities or designated overflow areas and (2) to operate and park all vehicles and campers only on paved surfaces or designated parking areas. The contractor will advise campers of quiet hours (10:00 P.M. until 6:00 A.M.) as they enter the park, and assist in maintaining quiet hours.

18. COMPLAINTS:

The contractor will keep a written record of all feedback provided by park visitors. These records will be given to the Park/Lake Manager at regular intervals as directed.

19. DISTURBANCES:

The contractor will promptly report all accidents, violations of law, disturbances, and situations that could affect health and safety of visitors to the Park/Lake Manager. In the event the contractor is unable to communicate with the Park/Lake Manager and the situation dictates, the contractor will contact the local law enforcement officers as soon as practical. All communications with local law enforcement officers will be reported to the Park/Lake Manager, on the next workday. The Contractor will not attempt to apprehend any violators or enforce rules, regulations or laws. Attendants will inform park visitors of rules, regulations and laws and refer persistent violations to the Park/Lake Manager. NOTE: Serious incidents such as a fatality in the park or situations of significant public interest will be reported immediately to the Park/Lake Manager and/or to the local law enforcement agency.

20. COOPERATION WITH OTHERS:

The contractor will cooperate with the public, all other contractors, volunteers, Corps employees and others who work with the Corps of Engineers for the construction of new facilities, repair of existing facilities, sanitation services, trash pick-up services, and grass mowing, etc. The contractor will allow Corps employees to utilize communication facilities furnished by the Government. Cooperation will include, but not be limited too summoning assistance and reporting all instances of vandalism, harassment, public intoxication, speeding, etc. to proper authorities. The contractor will diligently attempt to provide for the needs of our visiting public as public relations representatives for the Corps of Engineers. The contractor may be asked to work additional days with compensation in the event that another contractor requires emergency time off.

21. PARK INSPECTION:

The contractor will inspect the park area and facilities a minimum number of times each day as required by the Park/Lake Manager. Inspections will be made in a vehicle provided and maintained, by the contractor. During all inspections, if the contractor observes park users violating Corps of Engineers rules and regulation, the contractor should advise the visitor of the violation, the contractor is not to pursue enforcement. If violations persist, the contractor should contact the Park/Lake Manager. If a Ranger is not available, in minor cases, a record of the incident should be made and reported to the Park/Lake manager as soon as practical.

22. CONTRACTOR VEHICLE:

The contractor will provide a transportation vehicle for use in performing the requirements of the contract. Minimum state required liability insurance must be carried and have current Motor Vehicle Inspection (MVI). Proof of liability insurance will be submitted to the Contracting Officer's Authorized Representative, Lake Office, no later than 10 days after the contract begins. All motor vehicles and operators will comply with state laws such as licensed operators, and vehicle safety equipment and all others.

23. LOST AND FOUND:

The contractor will keep lost and found articles in the gatehouse or trailer and turn over all found articles with as much information as possible to a park ranger as soon as possible.

24. WEAPONS:

Firearms of any type or any item that could be considered a weapon (e.g. pepper spray, clubs. etc.) will not be carried in person, in a vehicle or kept in the gatehouse at anytime.

25. ALCOHOL:

The contractor will not consume or be under the influence of alcoholic beverages, illicit drugs and/or medication unless administered under a doctor's prescription while in the park. The contractor will not consume or be under the influence of alcoholic beverages, drugs and/or medication in the absence of a doctor's prescription while in view of the public to include but not limited to the park entrance area, attendant site, gatehouse, park restrooms, campsites, etc.

26. INSPECTION AND CONTRACT PERFORMANCE:

The service performed by the contractor under the provisions of this contract shall be subject to inspections by the Contracting Officer or his designated representative to insure strict compliance with the terms of the contract. The contractor will be advised of any deficiency. Upon being advised of a deficiency, the contractor shall take immediate action either to personally correct or have his team member correct such deficiency and to insure that the deficiency does not reoccur.

27. TRAILER SITE:

Unless otherwise indicated in the lake's park information sheet or additional scope of work, the Government will furnish a site for self-contained travel trailer or motor home with 110 volt electricity, water, sewer hook-ups and/or dump station nearby. If the contractors' travel trailer is not configured or adaptable to the sewage, water or electric hookups available at the site, the Government will not be responsible for providing attachments' etc. No reimbursement will be made whenever utilities are not available and must be secured elsewhere. The use of the facilities is at the contractors own risk and damage to equipment will be the sole responsibility of the contractor.

28. COMMUNICATIONS EQUIPMENT:

The contractor may be required to operate and use radio equipment. The Government will furnish radio equipment when required.

29. GOVERNMENT PROPERTY:

The contractor will be required to return Government property on the last day of the contract.

30. DAMAGE RESPONSIBILITY:

The contractor shall be responsible for restoring any Government facilities, structures, or trees damaged as a result of his/her operation. The contractor shall also be responsible for any damage to private property, and will notify the Park/Lake Manager immediately of damage to Government property and/or private property, and injury to any person resulting from his operation. The Contractor will notify the Park/Lake Manager immediately of damage to Government facilities due to vandalism or other causes on the day such damage is first noticed.

31. SOLID WASTE DISPOSAL:

A trash removal contractor will remove all solid waste material (trash) from the Government furnished containers on regular scheduled days.

32. ABSENTEEISM:

No payment will be made for time not worked. The Park/Lake Manager should be contacted and given as much advance notice as possible about anticipated absences. The Park/Lake Manager must approve all absences in advance. An absence by any one or both of the two-person contract team, without prior approval by the Park/Lake Manager, is grounds for dismissal of the contractor and termination of the contract. If arrangements will be made for someone to cover the shift, these persons must be approved in advance and must meet the required bonding and insurance requirements.

33. PAYMENT FOR SERVICES:

Payment will be made monthly by Electronic Funds Transfer (EFT) for the actual days worked at the unit price indicated on the bid sheet. Contractors should be aware that the payment could take as long as 45 days after invoice.

34. SUBSTITUTION OF TEAM MEMBER:

Team member substitution may be allowed upon prior approval.

35. TERMINATION:

Conduct of unbecoming actions on the part of the contractor may be grounds for immediate dismissal of the contractor and termination of the contract. Examples of actions requiring immediate dismissal include, but are not limited to, the following: Consumption of alcoholic beverages or intoxication while on duty, cursing, harassment of visitors, unwarranted physical contact with visitors or Corps personnel, recurring written and/or verbal complaints from visitors on contractor's attitude, lack of cooperation and/or resistance to implementation of policies and programs as directed by the Park/Lake Manager, failure to promptly correct deficiencies, etc. Failure by any one of the team members to provide items and service listed in the contract specifications may be ground for termination of the contract under FAR 52.249-8 and this clause. The contracting officer has the right to approve the substitution of any new team member/park attendant/gate attendant if that action becomes necessary.

36. DUTY OF CONTRACTOR TO FINISH CONTRACT:

The contractor may not terminate the contract. If the contractor fails to complete the contract through the specified term including option periods (if applicable), the contractor is subject to re-procurement cost. The contractor's failure to comply with contract specifications may be grounds for suspension or debarment for a period of time not to exceed 3 years. Acceptance of the contract shall be evidence of such knowledge, approval, or acquiescence of all contract specifications.

37. OTHER REQUIREMENTS:

See Project's Scope of Work for other requirements of that Project.

ADDITIONAL SCOPE OF WORK FOR LAKE GEORGETOWN

1. All gate attendants shall hand out information pamphlets to all visitors as they enter the park, assist users in locating sites, and courteously answer questions by visitors. Tact, diplomacy, and courtesy shall be exercised at all times in dealing with the public. The Lake Georgetown staff is committed to providing our visitors with the highest level of customer service. Gate attendant contractors are expected to support and further this goal.

2. The contractor shall:

- A. **Promptly** report accidents/incidents to Corps Rangers.
- B. Keep a written record of **all** complaints and criticisms.
- C. Keep records of campers and parks as required.
- D. Present a neat and clean appearance while on duty.
- E. Support the U.S. Army Corps of Engineers, all project programs and refrain from participation in the furtherance of rumors.
- F. Collect **all** fees required.
- G. Be required to attend a 4-6 hour orientation normally held the day before contractual services begin.

3. All gate attendants shall maintain **24 hour surveillance** in the park for their 4 day work week which includes weekends and some Federal holidays. A workday includes approximately 14 to 16 hours actual duty time by at least one attendant. Work shall be scheduled and days off shall be coordinated so that the main gate will be manned at all times.

4. PARK AREA

Jim Hogg
Cedar Breaks
Russell
Tejas Camp

PRIMARY FUNCTION

Camping
Multiple Use
Multiple Use
Camping

Park gates at Jim Hogg Park, Cedar Breaks Park, and Russell Park are equipped with electronic traffic control gates.

Hours of Operation: Camping areas open from 6:00 a.m.- 10:00 p.m.

Day use areas open from 6:00 a.m.- dark

Dark is defined as 30 minutes following official sunset time.

Gatehouse open from 8:00 a.m. - 10:00 p.m.

Park closure gates will be opened and closed by contractor according to above schedule of operation.

5. Contractor may be required to direct traffic flow from outside the gatehouse for several hours during periods of heavy use in any park.

6. **No fee collection contract will be in effect. The contractor will be required to convert all cash received during their 4 day work week into money orders or certified checks and remit them (along with all checks received) directly to the address specified by the Corps. The contractor will be responsible for, but not limited to, the cost of acquiring all money orders, certified checks, envelopes, and postage necessary to deliver all monies collected during the preceding 4 day period to an address to be specified by the Corps. The estimated number of money orders/certified checks required per attendant will be twenty-five. The contractor will be responsible for acquiring a surety bond in the amount of \$5,000.00 prior to start of contract.**

7. All open parks will have two sets of gate attendants. The schedules are as follows.

A. Jim Hogg Park--Jim Hogg Park attendants shall work approximate 14 hour shifts for four days (see work schedule). The park attendant will be required to open the main entrance gate to the park at 6:00 a.m. and close it at 10:00 p.m. The park attendant will not be required to open the gatehouse until 8:00 a.m. except on occasions deemed necessary by the Corps.

B. Cedar Breaks Park--Cedar Breaks Park attendants shall work approximate 14 hour shifts for four days (see work schedule). The park attendant will be required to open the main entrance gate to the park at 6:00 a.m. and close it at 10:00 p.m. The park attendant will not be required to open the gatehouse until 8:00 a.m. except on occasions deemed necessary by the Corps. The attendant who has the responsibility of manning the gatehouse at Cedar Breaks Park during the morning shift on any particular day will be required to open the Stilling Basin gate and the Overlook Park gate at 7:30 a.m. daily. Approximate mileage is 13 miles round-trip. The attendant who has the responsibility of manning the gatehouse at Cedar Breaks Park during the evening shift on any particular day will close the same gates daily at dark. Each attendant on duty shall open and close the picnic area gate within the park in accordance with the posted hours of operation. Prior to closing any of these gates, the attendant shall insure that all

vehicles have vacated the area. Under no circumstances will a vehicle be locked behind any gates where a 24 hour exit is not provided.

C. Russell Park-- Russell Park attendants shall work approximate 14 hour shifts for four days (see work schedule). The park attendant will be required open the main gate and the camp/day use gate at 6:00 a.m. and close them at 10:00 pm. The park attendant will not be required to open the gatehouse until 8:00 a.m. except on occasions deemed necessary by the Corps. The park attendant shall be responsible for making sure the swim beach/day use area is vacant at dark and both gates to it are closed. Dark will be defined as 30 minutes past official sunset time. Overnight camping will be allowed at the covered group use shelters in the day use area and the park attendant will be required to collect these fees and remove non-overnight users.

D. Tejas Camp--Tejas Camp attendants shall be on duty 6 days a week. The contractor's primary responsibilities will be to collect camping fees and monitor the hunting program, and assisting in the implementation thereof during hunting season. Principle duties include the operation of a check station located at the contractor's trailer site where detailed records shall be maintained and fees shall be collected (by the Contractor.) The contractor may be required to check deer hunters' permits as they enter the area to insure that they are authorized to hunt. The contractor will be required to obtain lower jawbones and statistical information on all deer harvested during the season.

8. A telephone (party-line system with the other gate attendants) will be provided for the gatehouse. An outside jack (on the same line) will be provided for the contractor's RV. The Government will not be responsible for the hookup from the jack to the RV. Long distance phone calls are not authorized on these phone lines. Where available, contractors may secure an additional phone line at the sole expense of the contractor. The contractor shall not disclose this number to anyone except for emergency notification since the number is non- published. Failure to comply with this rule may result in changing the number at the attendant's own cost.

9. No reimbursement will be made whenever utilities are not available and must be secured elsewhere.

10. **Smoking is not allowed in any gatehouse.** The gatehouse will be kept in a neat orderly condition and thoroughly cleaned at the end of each shift. All cleaning supplies, including but not limited to toilet paper and paper towels, will be provided by the contractor. Deficiencies in this area will be corrected immediately upon notification by the Park Manager or his representative.

11. The contractor will be required to water shrubs, trees, grass, and flowers in the immediate area of the entrance gate complex as required by the Park Manager or his representatives.

12. All pets will be confined in the contractor's trailer or on a leash less than six feet in length. **Pets are not permitted in the gatehouse at anytime except for animals trained in, and aiding the handicapped.** Failure to comply with this regulation can result in cleaning/replacing of the carpet at the attendants own expense.
13. The maximum trailer size to be used by the contractor is 45 feet. The contractor shall maintain the area where the trailer is parked in a clean and sanitary condition at all times.
14. The gatehouse and all safes therein will be locked at all times. Only authorized personnel are permitted in the gatehouse at anytime.
15. The contractor shall provide a minimum of three patrols daily. More patrols may warranted (by an increased number of users inside the park) on any given day to insure security and Title 36 compliance.
16. The contractor will be required to use a computer extensively in collecting fees. The contractor will be required to collect day use fees in accordance with established policies, guidelines, and methods. The methods will include the use of computers, cash registers, and other means not previously in use. In addition, the contractor will be required to sell Golden Age Passports and Annual Day Use Passes. Contractors shall be personally responsible for any failure to collect fees.
17. The contractor shall report all disturbances to Corps Rangers or, in the event that he/she is unable to contact a Corps Ranger, to local law enforcement officers. All communications with law officers will be reported to Corps Rangers as soon as practical. The contractor shall not attempt to apprehend any violators. In the case of a medical emergency, EMS will be contacted and a Ranger will be notified as soon as possible.
18. The contractor will be required to operate a new reservation system software and a new computer system employing a mouse and new printers using standard operating procedures outlined in handouts and the gate attendant handbook. While it is not mandatory, it is highly recommended that the attendant attend several days of unpaid training to learn the new reservation software. Suggested time for training is approximately 30 hours. **Please note that Park Office may be web based and require new training.**
19. The contractor may be required to take evaporation pond and lift station meter readings if no park host is available or on duty.
20. **The contractor shall be responsible for picking up all supplies necessary to operate the gatehouse.** These will be available at the project office during normal business hours (Monday – Friday 8:00 am to 4:30 pm). Two day advance notice shall be given for items which will be printed at the office (use the supply list to

order in advance). Many of the forms used will be available on the computer at the campground gatehouse.

GATE ATTENDANT DUTY SCHEDULE

Shift 1 - starts 1 Apr thru 4 Apr and then you are off 4 days, etc...

Shift 2 - starts 5 Apr thru 8 Apr and then you are off 4 days, etc...

Tejas – off on Wednesdays only.

Each attendants shift ends at 12:00 am of their last day. The attendant is responsible for surveillance in the park up to that time. Do not leave the park before your surveillance period is over unless you have made arrangements with the other gate attendants to finish your shift.

This rotates each shift thru some weekends off. Calendars are normally provided in each gatehouse to mark your workdays. If you have any questions concerning the new changes, please contact Olen Burditt at (512)819-9046 prior to bidding. **Consult the bid sheet for the total number of days per shift.**

Bidders on Russell and Tejas Parks:

Please note the changes to duties there – some overnight camping may be allowed in Russell Park. Russell and Tejas Park gate attendants will be required to convert all cash to money orders/ cashiers checks, total all checks on tape, and remit to the Recreation Fee Cashier as instructed. Take this into consideration when bidding.

All bidders:

Please read the specifications carefully – some duties have changed!

CANYON LAKE STATEMENT OF WORK

2007 SCOPE OF WORK - CONTRACT GATE ATTENDANTS

CANYON LAKE OFFICE

For the upcoming summer season at Canyon Lake, four gate attendant contracts will be advertised: two contracts at Comal Park (A & B Shifts), one contract at Potters Creek Park (A Shift), and one contract at North Park (B Shift). The attendants will be expected to collect user fees, provide visitor assistance, give out information, and provide other services that are explained in the General Contract Provisions. All gate attendant contractors shall provide their own street legal vehicles and associated transportation costs.

Further description of the hours and days to be worked for each specific contract are given in the attached "Work Schedule". Descriptions of the park areas are included in the section titled "Recreation Area Descriptions". The word "Government" refers to the Government of the United States of America, and any agency thereof. "Lake Office" refers to the U.S. Army Corps of Engineers, Canyon Lake Office.

A. Scope of Work and Contractor Responsibility:

1. **SURVEILLANCE:** All attendants will be required to maintain a 24-hour surveillance of the assigned park by working and residing in the park at least during their assigned work days (except at Canyon Park Beach). All attendants will be allowed to remain at the living site during their days off if they wish. Attendants will occupy and be on duty in the fee booth/park gatehouse according to the hours and days listed on the attached "Work Schedule". "On duty" times listed on the schedule are defined as the time when at least one adult will occupy the fee booth/gatehouse and perform the duties listed below. During the "peak hours" listed in the schedule, two adults will be on duty at the gatehouse as a minimum requirement.
2. **MEETINGS:** The contractor and all attendants will be required to attend meetings at the lake office during the first week of the contract period (**ORIENTATION IS MANDATORY EVEN IF YOUR SHIFT IS OFF**), and at other times deemed necessary during the contract period at dates and times to be determined by the Lake Manager. During these meetings, policies and work responsibilities will be discussed plus pertinent questions will be heard and answered by the lake manager and his staff.
3. **USER FEES:** Gate attendants will be required to collect user fees in the assigned park from campers and day users during the contract period as stated on the attached schedule. Park Rangers or other contractors will come to the gate house to collect the fees. (Except at Potter's Creek Park; see below) The attendants will be required to provide and have sufficient cash on hand each day to make change for campers who purchase user fee permits. During orientation the gate attendant will sign a memo stating the amount of cash that they will have on hand at the gatehouse used for change. Attendants will collect all fees at the gatehouse and will **NOT** be required to drive through the park to collect fees at campsites. ***Please note that the gate attendants are responsible for setting up their own bank accounts required to obtain cashiers checks.**
 - **Cash Registers and NRRS:** All parks except Potter's Creek use a cash register to document and issue receipts for fees collected. Potter's Creek currently uses a computer in conjunction with the National Recreation Reservation System (NRRS). There is a possibility that other parks will soon use NRRS as well. All gate attendants should be prepared to operate such equipment during the contract period. The NRRS program is a simple, Windows based program and will require minor computer literacy. The Corps of Engineers will provide training if needed. *Gate attendants at Potter's Creek Park, beginning with this contract, will be required to mail their Bill for Collection (BFC) packet to NRRS. The packet includes the BFC, cashier's check or money order, and visitor's personal checks. The average cost of mailing is \$0.68 per envelop. The Lake Office will provide addressed envelopes. These envelopes will need to be mailed approximately every six days (BFCs are created every five days) The costs of mailing these envelopes will need to be included in the bid. A copy of the BFC will be provided to the Lake Office.*
4. **GROUP SHELTERS:** Contractor will be responsible for maintaining a list of group shelter reservations, collecting fees, and issuing and collecting keys (or divulging lock combinations) on road gate locks for group shelters located in Canyon Park and Potter's Creek Park. Reservations for Canyon Park shelters shall be made at the lake office. Group shelter at Potters Creek may be reserved through NRRS.
5. **GATE OPERATION:** All gate attendants in camping areas will be required to open park entrance gates at 7AM and close the gates at 10PM daily at their assigned park during their scheduled work days and times. The park exit gates in camping areas will be left open at all times. Please remember that on your scheduled days, at least one person must remain at the assigned park, in their temporary living quarters after hours just in case of an emergency. Gate attendants at North Park will also be required to open (7 AM) and close (Sunset) the gates to Overlook Park. Gate attendants at Canyon Beach should view the work schedule for open and close times.

6. **GOOD HEALTH AND PHYSICAL ABILITY:** Since long hours during each duty day are required for the job, it is recommended that attendants be in good health. Also working long hours in excessive heat, cold or other adverse weather may be required. Gate attendants should be able to converse in English and comprehend the spoken word in normal conversational tone. Should the gate attendant become ill, he/she is responsible for notifying a ranger on duty that day.
7. **PARK INSPECTIONS:** Gate attendants will be required to make a minimum of two (2) vehicle tours of the open park during their work shift.
8. **RECORDS:** Gate attendants may be asked by Corps personnel to keep logs of times when government contractors (i.e. cleaning, mowing, etc.) enter and exit the campgrounds.
9. **TELEPHONE:** The contractor may provide a personal telephone and extension cord to connect to an existing phone jack located at the gate attendant's trailer site. The attendant may contact Guadalupe Valley Telephone Cooperative, Inc. (1-800-835-4827), which services the park area to have the phone connected to his/her mobile residence. The gate attendant will be responsible for all connection charges, monthly service charges, security deposits, long distance charges, and all other related charges or fees for such service. The government is not expected to provide a telephone or telephone service for the residence. No cost for such telephone or service may accrue to the government. Telephone service for local calls and emergencies only will be provided in the gatehouses.
10. **MAIL:** Contractor should establish his/her own post office box at a post office or at a rural mail box (on postal contract route) set up at residence site. No personal mail may be received at the U.S. Army Corps of Engineers offices.
11. **INVOICING:** Submit a monthly invoice to the designated billing office as instructed in the Invoice Memorandum inside your "Red Book" provided by the government. See block 15 of the DD Form 1155 (Contract) for the mailing address.
12. **SUPPLIES:** Supplies will be issued and delivered weekly. Their content will be based on the order form filled out by gate attendants. If extra supplies are needed or supplies run out before delivery, an appointment with the field office must be made if gate attendants desire to pick up supplies at the field office.

B. Government Responsibilities:

The government (U.S. Army Corps of Engineers) will provide the following to the contractor for use during this contract period:

1. A government contractor will remove all solid waste from the furnished sewage holding tank. However, gate attendant is required to inform the lake office at times when the tank needs to be emptied.
2. The government will perform necessary maintenance to the gate station complex including repairs to gatehouse, utilities, electronic equipment, etc.
3. There are no RV sites for Canyon Beach gate attendants.

C. Other Information and Job Requirements:

1. Prospective bidders not familiar with the job site are encouraged to visit the project or discuss the contract with project employees before submitting a bid. Some of the parks on Canyon Lake are larger and carry more public use than others and therefore may require more intense work individually. For additional information contact:

Canyon Lake Office
Attn: Park Ranger Brett Delk
601 C.O.E. Road
Canyon Lake, TX 78133-4112
Telephone - 830/964-3341

2. **TRAVEL:** Travel distances from the various parks to the lake office at Canyon Dam will range from five (5) to ten (10) miles one-way.
3. **SAFETY:** All government employees and contractor personnel are required to work safely. This will include driving vehicles or other activities. Unsafe conditions, either in parks, on equipment or inside any government area, whether a danger to project personnel, contractor personnel, or the visiting public will be reported immediately to the project manager. Any accident or personal injury will also be reported immediately to the Lake Manager at the lake office (telephone: 830-964-3341 or 964-3660).
4. **SECURITY:** All government employees and contractor personnel have a responsibility for security of public facilities. Generally, the contractor will report items that may have locks removed, gates left open, lost or stolen items, or missing property. However, any item that may be considered a risk to the public, the government interest, or project personnel will be reported immediately to Lake Manager or ranger on duty. All contract gate attendants will be responsible for keeping their respective gate house secure at all times. If contact with a lake manager or ranger is not possible, the situation should be reported to the Comal County Sheriff's office (telephone: 885-4883) in New Braunfels.

D. Recreation Area Description:

1. **Cranes Mill Park** is located in Comal County at Canyon Lake, approximately 27 miles northwest of I-35 and New Braunfels, TX, just off FM 2673 (south side of lake). Crane's Mill Park contains approximately 45 primitive camping sites. This park contains a free fishing pier area, a marina, and a boat ramp in the fee area. This park is popular with fisherman and boaters. Park entrance gatehouse is located across the street from gate attendant pad site. A day use fee for boat ramp use is charged for non-campers using the boat ramp.
2. **Potters Creek Park** is located in Comal County at Canyon Lake in south central Texas, approximately 24 miles northwest of I-35 and New Braunfels, TX, off FM 306 (north side of lake). The park consists of 320 acres. There are 109 sites with 50 amp electricity and water, 10 sites with 30 amp electricity and water, seven screened shelters, five large family sites, rest rooms with showers and flush toilets, two sanitary dump stations, a group shelter, a beach, and 2 boat ramps. This park is popular with families. Camping entrance gatehouse is located less than 200 feet from gate attendant residence sites. The gatehouse is equipped with central heat and air conditioning and restroom facilities. This park is on the National Recreation Reservation System (NRRS).
3. **North Park** is located in Comal County at Canyon Lake, approximately 2 miles west of FM 306 on the north side of the lake. North Park (35 acres) contains about 19 campsites. North park is a camping-use area with occasional day use by fishermen and hikers. Restroom facilities are provided. This park is very popular with SCUBA divers. The park entrance gatehouse is located across the street from the gate attendant pad sites. Park entrance gatehouse contains air conditioning and heat.
4. **Canyon Park** is located in Comal County at Canyon Lake in south-central Texas, approximately 19 miles northwest of I-35 and New Braunfels, TX, just off FM 306 (north side of lake). The park consists of 465 acres. There is a commercial marina and restaurant, 3 group shelters, and 1 boat ramp. This park is popular with families. Camping and day-use areas are separated.

- a. **Camping Area:** The camping area of Canyon Park contains 150 class B campsites. This area does not contain electrical hookups for camper use. Restroom facilities are provided. Camping entrance gatehouse (without restroom facilities) is located less than 600 feet from gate attendant pad sites.
 - b. **Day Use Area (Canyon Park Beach):** The day-use area contains about 25 picnic sites, 200 parking spots and a beach. Portable restroom facilities are provided at the gatehouse. Gate attendant pad sites are not provided.
5. Comal Park is located in Comal County at Canyon Lake in south central Texas, approximately 24 miles northwest of I-35 and New Braunfels off of FM 2673. Comal park is a day use area and has a developed swimming beach, playground, 2 boat ramps, picnic sites, and restrooms with flush toilets. One gate attendant pad site (A-shift) is located approximately 200 feet from the gatehouse. The other pad site is located approximately ¼ of a mile from the gate house within the confines of the park. The gatehouse is equipped with central heat and air conditioning and restroom facilities.

2007 GATE ATTENDANT WORK SCHEDULE

CANYON LAKE PROJECT (APPENDIX A)

Base year terms of the contracts for **Potters Creek** and **Comal Park** will be from 01 April 2007 to 30 September 2007. **North Park** will 01 April 2007 to 30 November 2007. Each Canyon Lake contract includes one option year occurring on the respective dates listed above for the year of 2008.

Throughout the contract, attendants will be required to work on all weekend days and any federal holidays that do not fall on their scheduled day off.

Information and Instructions toward Work Schedule:

1. An attached sheet shows the duty schedules for both of the shifts. During these hours, at least one adult is required to occupy and operate each gatehouse's fee booth at the park entrance. The remaining hours on an "On Duty" day are hours when at least one adult is required to remain in the area of their respective gate attendant residence site so as to be available to assist campers in emergency need.
2. The day "OFF" (not on duty) is a 24-hour period in which attendants will be allowed to leave the area if they wish. If attendants elect to remain in the park on their day/s off, they are not expected to provide any service except to respond to emergency call from any source.
3. If conditions warrant, the Reservoir Manager has the authority to change days off or times if necessary. However, the total numbers of on-duty hours per day for a contractor may not be changed except by the Government's Contracting Officer. Duty schedule is subject to change with one-week (7 days) advanced notice.

CANYON LAKE: ON-DUTY SCHEDULE

Potter's Creek Park Summer 2007

"A" Shift

April 1	May 2	June 1	July 1	AUG 1	SEP 1
April 4	May 3	June 2	July 4	AUG 2	SEP 2
April 5	May 4	June 3	July 5	AUG 3	SEP 5
April 6	May 5	June 6	July 6	AUG 4	SEP 6
April 7	May 6	June 7	July 7	AUG 5	SEP 7
April 8	May 9	June 8	July 8	AUG 8	SEP 8
April 11	May 10	June 9	July 11	AUG 9	SEP 9
April 12	May 11	June 10	July 12	AUG 10	SEP 12
April 13	May 12	June 13	July 13	AUG 11	SEP 13
April 14	May 13	June 14	July 14	AUG 12	SEP 14
April 15	May 16	June 15	July 15	AUG 15	SEP 15
April 18	May 17	June 16	July 18	AUG 16	SEP 16
April 19	May 18	June 17	July 19	AUG 17	SEP 19
April 20	May 19	June 20	July 20	AUG 18	SEP 20
April 21	May 20	June 21	July 21	AUG 19	SEP 21
April 22	May 23	June 22	July 22	AUG 22	SEP 22
April 25	May 24	June 23	July 25	AUG 23	SEP 23
April 26	May 25	June 24	July 26	AUG 24	SEP 26
April 27	May 26	June 27	July 27	AUG 25	SEP 27
April 28	May 27	June 28	July 28	AUG 26	SEP 28
April 29	May 30	June 29	July 29	AUG 29	SEP 29
	May 31	June 30		AUG 30	SEP 30
				AUG 31	

21 Days	22 Days	22 Days	21 Days	23 Days	22 Days
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131 Total Days

"B" Shift

April 1	May 1	June 1	July 1	AUG 3	SEP 1
April 2	May 4	June 2	July 2	AUG 4	SEP 2
April 3	May 5	June 3	July 3	AUG 5	SEP 3
April 6	May 6	June 4	July 6	AUG 6	SEP 4
April 7	May 7	June 5	July 7	AUG 7	SEP 7
April 8	May 8	June 8	July 8	AUG 10	SEP 8

April 9	May 11	June 9	July 9	AUG 11	SEP 9
April 10	May 12	June 10	July 10	AUG 12	SEP 10
April 13	May 13	June 11	July 13	AUG 13	SEP 11
April 14	May 14	June 12	July 14	AUG 14	SEP 14
April 15	May 15	June 15	July 15	AUG 17	SEP 15
April 16	May 18	June 16	July 16	AUG 18	SEP 16
April 17	May 19	June 17	July 17	AUG 19	SEP 17
April 20	May 20	June 18	July 20	AUG 20	SEP 18
April 21	May 21	June 19	July 21	AUG 21	SEP 21
April 22	May 22	June 22	July 22	AUG 24	SEP 22
April 23	May 25	June 23	July 23	AUG 25	SEP 23
April 24	May 26	June 24	July 24	AUG 26	SEP 24
April 27	May 27	June 25	July 27	AUG 27	SEP 25
April 28	May 28	June 26	July 28	AUG 28	SEP 28
April 29	May 29	June 29	July 29	AUG 31	SEP 29
April 30		June 30	July 30		SEP 30
			July 31		

22 Days	21 Days	22 Days	23 Days	21 Days	22 Days
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131 Total Days

Canyon Lake On Duty Schedule
North Park Summer 2007

"B" Shift

Apr 1	May 1	June 1	July 1	Aug 3	Sept 1	Oct 1	Nov 2
Apr 2	May 4	June 2	July 2	Aug 4	Sep 2	Oct 2	Nov 3
Apr 3	May 5	June 3	July 3	Aug 5	Sep 3	Oct 5	Nov 4
Apr 6	May 6	June 4	July 6	Aug 6	Sep 4	Oct 6	Nov 5
Apr 7	May 7	June 5	July 7	Aug 7	Sep 7	Oct 7	Nov 6
Apr 8	May 8	June 8	July 8	Aug 10	Sep 8	Oct 8	Nov 9
Apr 9	May 11	June 9	July 9	Aug 11	Sep 9	Oct 9	Nov 10
Apr 10	May 12	June 10	July 10	Aug 12	Sep 10	Oct 12	Nov 11
Apr 13	May 13	June 11	July 13	Aug 13	Sep 11	Oct 13	Nov 12
Apr 14	May 14	June 12	July 14	Aug 14	Sep 14	Oct 14	Nov 13
Apr 15	May 15	June 15	July 15	Aug 17	Sep 15	Oct 15	Nov 16
Apr 16	May 18	June 16	July 16	Aug 18	Sep 16	Oct 16	Nov 17
Apr 17	May 19	June 17	July 17	Aug 19	Sep 17	Oct 19	Nov 18
Apr 20	May 20	June 18	July 20	Aug 20	Sep 18	Oct 20	Nov 19
Apr 21	May 21	June 19	July 21	Aug 21	Sep 21	Oct 21	Nov 20
Apr 22	May 22	June 22	July 22	Aug 24	Sep 22	Oct 22	Nov 23

Apr 23	May 25	June 23	July 23	Aug 25	Sep 23	Oct 23	Nov 24
Apr 24	May 26	June 24	July 24	Aug 26	Sep 24	Oct 26	Nov 25
Apr 27	May 27	June 25	July 27	Aug 27	Sep 25	Oct 27	Nov 26
Apr 28	May 28	June 26	July 28	Aug 28	Sep 28	Oct 28	Nov 27
Apr 29	May 29	June 29	July 29	Aug 31	Sep 29	Oct 29	Nov 30
Apr 30		June 30	July 30		Sep 30	Oct 30	
			July 31				

22 Days	21 Days	22 Days	23 Days	21 Days	22 Days	22 Days	21 Days
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174 Total Days

**Comal Park
Summer 2007
"A" Shift**

April 1	May 3	June 4	July 1	AUG 1	SEP 1
April 2	May 4	June 5	July 6	AUG 2	SEP 2
April 3	May 5	June 6	July 7	AUG 7	SEP 3
April 4	May 6	June 7	July 8	AUG 8	SEP 4
April 9	May 11	June 12	July 9	AUG 9	SEP 8
April 10	May 12	June 13	July 14	AUG 10	SEP 9
April 11	May 13	June 14	July 15	AUG 15	SEP 10
April 12	May 14	June 15	July 16	AUG 16	SEP 11
April 17	May 19	June 20	July 17	AUG 17	SEP 16
April 18	May 20	June 21	July 22	AUG 18	SEP 17
April 19	May 21	June 22	July 23	AUG 23	SEP 18
April 20	May 22	June 23	July 24	AUG 24	SEP 19
April 25	May 27	June 28	July 25	AUG 25	SEP 24
April 26	May 28	June 29	July 30	AUG 26	SEP 25
April 27	May 29	June 30	July 31	AUG 31	SEP 26
April 28	May 30				SEP 27

16 Days	16 Days	15 Days	15 Days	15 Days	16 Days
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93 Total Days

"B" Shift

April 5	May 1	June 1	July 2	AUG 3	SEP 4
April 6	May 2	June 2	July 3	AUG 4	SEP 5
April 7	May 7	June 3	July 4	AUG 5	SEP 6

April 8	May 8	June 8	July 5	AUG 6	SEP 7
April 13	May 9	June 9	July 10	AUG 11	SEP 12
April 14	May 10	June 10	July 11	AUG 12	SEP 13
April 15	May 15	June 11	July 12	AUG 13	SEP 14
April 16	May 16	June 16	July 13	AUG 14	SEP 15
April 21	May 17	June 17	July 18	AUG 19	SEP 20
April 22	May 18	June 18	July 19	AUG 20	SEP 21
April 23	May 23	June 19	July 20	AUG 21	SEP 22
April 24	May 24	June 24	July 21	AUG 22	SEP 23
April 29	May 25	June 25	July 26	AUG 27	SEP 28
April 30	May 26	June 26	July 27	AUG 28	SEP 29
	May 31	June 27	July 28	AUG 29	SEP 30
			July 29	AUG 30	

14 Days	15 Days	15 Days	16 Days	16 Days	15 Days
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91 Total Days

"B" Shift

Apr 1	May 1	June 1	July 1	Aug 3	Sept 1	Oct 1	Nov 2
Apr 2	May 4	June 2	July 2	Aug 4	Sept 2	Oct 2	Nov 3
Apr 3	May 5	June 3	July 3	Aug 5	Sept 3	Oct 5	Nov 4
Apr 6	May 6	June 4	July 6	Aug 6	Sept 4	Oct 6	Nov 5
Apr 7	May 7	June 5	July 7	Aug 7	Sept 7	Oct 7	Nov 6
Apr 8	May 8	June 8	July 8	Aug 10	Sept 8	Oct 8	Nov 9
Apr 9	May 11	June 9	July 9	Aug 11	Sept 9	Oct 9	Nov 10
Apr 10	May 12	June10	July 10	Aug 12	Sept 10	Oct 12	Nov 11
Apr 13	May13	June11	July 13	Aug 13	Sept 11	Oct 13	Nov 12
Apr 14	May 14	June12	July 14	Aug 14	Sept 14	Oct 14	Nov 13
Apr 15	May 15	June15	July 15	Aug 17	Sept 15	Oct 15	Nov 16
Apr 16	May 18	June16	July 16	Aug 18	Sept 16	Oct 16	Nov 17
Apr 17	May 19	June 17	July 17	Aug 19	Sept 17	Oct 19	Nov 18
Apr 20	May 20	June 18	July 20	Aug 20	Sept 18	Oct 20	Nov 19
Apr 21	May 21	June 19	July 21	Aug 21	Sept 21	Oct 21	Nov 20
Apr 22	May 22	June 22	July 22	Aug 24	Sept 22	Oct 22	Nov 23
Apr 23	May 25	June 23	July 23	Aug 25	Sept 23	Oct 23	Nov 24
Apr 24	May 26	June 24	July 24	Aug 26	Sept 24	Oct 26	Nov 25
Apr 27	May 27	June 25	July 27	Aug 27	Sept 25	Oct 27	Nov 26
Apr 28	May 28	June 26	July 28	Aug 28	Sept 28	Oct 28	Nov 27
Apr 29	May 29	June 29	July 29	Aug 31	Sept 29	Oct 29	Nov 30
Apr 30		June 30	July 30		Sept 30	Oct 30	
			July 31				

22 Days	21 Days	22 Days	23 Days	21 Days	22 Days	22 Days	21 Days
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	174 Total Days	
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WORK SCHEDULE - CANYON LAKE 2007

Shift	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Canyon Park Camping – A	7am-2:30pm	OFF DUTY	OFF DUTY	7am - 10pm	7am - 10pm	7am-2:30pm	7am-2:30pm
Canyon Park Camping – B	2:30pm- 10pm	7am - 10pm	7am - 10pm	OFF DUTY	OFF DUTY	2:30pm-10pm	2:30pm-10pm
Canyon Park Beach Day Use – A	OFF DUTY	OFF DUTY	OFF DUTY	OFF DUTY	1pm - sunset	1pm - sunset	7am - sunset
Canyon Park Beach Day Use – B	7am - sunset	1pm - sunset 7-sunset HOL	1pm - sunset	1pm - sunset	OFF DUTY	OFF DUTY	OFF DUTY
Cranes Mill Park Camping – A	7am-2:30pm	OFF DUTY	OFF DUTY	7am - 10pm	7am - 10pm	7am-2:30pm	7am-2:30pm
Cranes Mill Park Camping – B	2:30pm- 10pm	7am - 10pm	7am - 10pm	OFF DUTY	OFF DUTY	2:30pm-10pm	2:30pm-10pm
North Park Camping – A	7am-2:30pm	OFF DUTY	OFF DUTY	7am - 10pm	7am - 10pm	7am-2:30pm	7am-2:30pm
North Park Camping – B	2:30pm- 10pm	7am - 10pm	7am - 10pm	OFF DUTY	OFF DUTY	2:30pm-10pm	2:30pm-10pm
Potters Creek Park Camping – A	7am-2:30pm	OFF DUTY	OFF DUTY	7am - 10pm	7am - 10pm	7am-2:30pm	7am-2:30pm
Potters Creek Park Camping – B	2:30pm- 10pm	7am - 10pm	7am - 10pm	OFF DUTY	OFF DUTY	2:30pm-10pm	2:30pm-10pm
Comal Park Day Use – A	See attached schedule: 4 days on and 4 days off						
Comal Park Day Use – B	See attached schedule: 4 days on and 4 days off						

PEAK HOURS: Must be two adults in the gatehouse during these times as a minimum:

Canyon Park Camping - Fridays from 7pm - 10pm, Saturdays & Sundays from noon - 2:30pm and from 2:30pm - 6pm

Canyon Park Beach Day Use – Saturdays, Sundays, & Holidays from 11:30am - 1:30pm and from 1:30pm - 6pm

Cranes Mill Park - Fridays from 7pm - 10pm. Saturdays & Sundays from noon - 2:30pm and from 2:30pm - 6pm

North Park Camping - Fridays from 7pm - 10pm, Saturdays & Sundays from noon - 2:30pm and from 2:30pm - 6pm

Potter's Creek Park Camping - Fridays from 7pm - 10pm, Saturdays & Sundays from noon - 2:30pm and from 2:30pm - 6pm

Comal Park Day Use - Saturdays & Sundays from 11am- 1:30pm and 1:30pm - 6pm

GRANGER STATEMENT OF WORKGRANGER LAKE
SCOPE OF WORK**A. SCOPE OF WORK**

1. Duty Shift Schedules. Contractor will maintain 24-hour surveillance at a park in accordance with the "Gate Attendant Duty Shift Schedule". Schedule is subject to change with one (1) week advance notice. Contractor may be required to direct traffic flow from outside the gatehouse during periods of heavy use. Note that the Gate Attendants that are scheduled off for Memorial Day, July 4th, and Labor Day will be required to work.

a. Surveillance Hours: Duty hours during which Contractor will be required to perform visitor assistance duties in accordance with the LRPO Gate Attendant Scope of Work and Responsibility, all Paragraphs. In all parks, surveillance will be maintained from 6:00 AM - 10:00 PM. Duty hours actually in the gatehouse are from 9:00 AM – 10:00 PM Friday through Sunday and holidays and 10:00 AM – 8:00 PM Monday through Thursday. Fox # 1 and Fox #2 will alternate working Sunday's. Fox #1 will be off the first Sunday of the contract period. Duty hours may vary due to high usage and holidays.

b. Availability Hours: Non-duty hours (10:00 PM - 6:00 AM five days per week) during which the Contractor must be inside the park in which he resides for response to unexpected events.

2. Operational Responsibility. Park closure gates will be opened and closed by the Contractor on duty according to the following schedule of operation:

Camping areas open from 6:00 AM - 10:00 PM

Day use areas open from 6:00 AM - dark *

- Dark - 60 minutes after sunset

All parks are multiple use parks equipped with traffic control devices and gates. Gate Attendants will be required to operate the gate attendant building during surveillance hours indicated in paragraph A.1.a above, and in accordance with all paragraphs in the LRPO Gate Attendant Scope of Work and Responsibility. Listed below are additional requirements at each park.

a. Wilson Fox Park. The Wilson Fox #2 Gate Attendant will be required to provide Relief Attendant services at Taylor Park during days off or in the absence of the other gate attendants. Wilson Fox #2 gate attendant will be required to open and close gates in Friendship Park on the days Friendship gate attendants are on days off

b. Taylor Park. The Contractor who has responsibility for surveillance of Taylor Park will also be responsible for opening and closing the West Trailhead gate at 6:00 am and dark,

respectively as requested by the ARCO.

c. Willis Creek Park. The Contractor and Relief Attendant will be required to close the group shelter gate the night prior to rental and open the gate when reservations arrive.

d. Friendship Park. The Friendship Gate Attendant will be required to provide Relief Attendant services at Willis Creek Park during days off or in the absence of the other gate attendants. On days that relief service is required one person will be required to remain in Friendship Park (not gone from the park for more than two (2) consecutive hours) for security purposes and will not be required to work the Friendship gatehouse. On days when no relief attendant is needed in Willis Creek Park, the contractor will perform gate attendant duties in Friendship Park. Friendship Park gatehouse will be operated Friday through Sunday and Holidays From 9:00 AM – Dark (60 Minutes after sunset).

3. Park Patrols. Contractor will be required to make a minimum of three (3) periodic checks daily at least 2 hours apart of all park areas to insure proper use of facilities. This is in addition to those required in opening and closing of the day use area and entrance gates. Boat ramp parking areas and beach areas must be checked at the beginning of each shift to identify day-user vehicles that have failed to pay a user fee. Handouts will be placed on the windows of vehicles and description and license plate number of the vehicle must be recorded. Violations of Title 36 Rules and Regulations by visitors will be given to park rangers for compliance however they see fit and **NOT** enforced by contractors. Violations to this could result in termination of the contract. One attendant must remain on duty at the gatehouse while the other patrols the campground. (not required by the Friendship and Taylor relief attendants). Additional inspections may be required to check on visitor complaints, deliver emergency messages, and assist park rangers and to insure visitors comply with park closure regulations, at no additional cost to the government.

4. Delivery / Inspection of Use Fees. Weekly delivery to the project office of all paperwork from the park Bill For Collection (BFC) or Remittance Register (RR) during proceeding week will be required. For distance to the project office from each park see "Granger Lake Mileage Chart". The contractor will be responsible for remitting monies for each individual approved BFC or RR. The final approved BFC or RR, cashiers check or money order, and all personal checks will be remitted to National Recreation Reservation Service (NRRS) lock box (currently located in Atlanta, Georgia) weekly. The contractor will be responsible for purchasing cashiers checks (CC) or money orders (MO) for cash received from user fees as well as paying postage to mail the BFC or RR. If MO or CC need to be cancelled and reissued for any reason it will be at the contractor's expense. The Government will provide the envelopes. Any copies or supplies needed to turn-in the BFC or RR will be at the expense of the contractor. Inspections (weekly, random, and monthly) may be performed during the contract period.

5. Cooperation With Others: Contractors will cooperate with other Gate Attendants, Camp Host Volunteers, Corps of Engineers employees, Government Contractors and law enforcement personnel. Contractors shall maintain a congenial working relationship with those noted above, including verbal and written communications as necessary to comply with the terms of the contract. Contractors shall not direct the work performance of another contractor. If the work performance of another contractor is questionable, the Project Office should be contacted.

B. SPECIAL REQUIREMENTS FOR LIVING AREA ON GOVERNMENT PROPERTY

1. Communications. A telephone and radio communication will be provided at each entrance station. A telephone jack (extension-line system with other gate attendant contractors) at the trailer site will be provided. Contractor must supply phone in their trailer for use. The Government will not be responsible for the hookup from the outside phone jack to the travel trailer or phone inside trailer, which is required.

2. Laundry. Because of the open nature of the trailer sites and their proximity to the park entrance, clotheslines or the drying of laundry at or surrounding the trailer site will not be permitted.

C. SPECIAL CONSIDERATIONS

1. Computers are currently installed in the gatehouses. All gate attendants should be prepared to operate such equipment during the contract period. The Government will provide training for the computer operation. Use of the program will require minor computer literacy. The program is Window/menu-operated and relatively mistake proof. Minimal computer training or skills are anticipated to be required by prospective bidders.

2. The contractor is required to have a minimum of \$50.00 personal cash on hand at all times to make change. User fees are not to be used for change or purchase of Money Orders/Cashiers Checks.

GRANGER LAKE GATE ATTENDANT DUTY SHIFT SCHEDULE (summer)

CONTRACTOR	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
WILLIS CREEK Surveillance Hours Availability Hours	0600-2200 2200-0600	0600-2200 2200-0600	OFF	OFF	0600-2200 2200-0600	0600-2200 2200-0600	0600-2200 2200-0600
WILSON H. FOX # 1 Surveillance Hours Availability Hours	OFF	OFF	0600-2200 2200-0600	0600-2200 2200-0600	0600-2200 2200-0600	0600-2200 2200-0600	OFF* or 0600-2200 2200-0600
WILSON H. FOX # 2 Surveillance Hours Availability Hours	FOX 0600-2200 2200-0600	FOX 0600-2200 2200-0600	TAYLOR 0600-2200	TAYLOR 0600-2200	OFF	OFF	FOX OFF* or 0600-2200 2200-0600
TAYLOR Surveillance Hours Availability Hours	0600-2200 2200-0600	0600-2200 2200-0600	OFF	OFF	0600-2200 2200-0600	0600-2200 2200-0600	0600-2200 2200-0600
FRIENDSHIP Surveillance Hours Availability Hours	OFF	OFF	WILLIS CREEK 0600-2200	WILLIS CREEK 0600-2200	FSHIP 0600-Dark 2200-0600	FSHIP 0600-Dark 2200-0600	FSHIP 0600-Dark 2200-0600

* Will alternate Sunday's off. Fox 1 will be off the first Sunday.

GRANGER LAKE MILEAGE CHART (Estimated)

	Project Office	Friendship Park	Taylor (West Trailhead)
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Taylor Park	4.5	5.8	1.6
Wilson Fox Park	2.8	4.1	
Willis Creek Park	10.0	8.7	
Friendship Park	1.3		7.4

CLAUSES INCORPORATED BY REFERENCE

52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2006
52.212-1	Instructions to Offerors--Commercial Items	SEP 2006
52.212-3	Offeror Representations and Certification--Commercial Items	SEP 2006
52.219-6	Notice Of Total Small Business Set-Aside	JUN 2003
52.222-3	Convict Labor	JUN 2003
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-37	Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, and Other Eligible Veterans	SEP 2006
52.222-43	Fair Labor Standards Act And Service Contract Act - Price Adjustment (Multiple Year And Option)	MAY 1989
52.225-13	Restrictions on Certain Foreign Purchases	FEB 2006
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.232-33	Payment by Electronic Funds Transfer--Central Contractor Registration	OCT 2003

CLAUSES INCORPORATED BY FULL TEXT

52.204-4 PRINTED OR COPIED DOUBLE-SIDED ON RECYCLED PAPER (AUG 2000)

(a) Definitions. As used in this clause--

“Postconsumer material” means a material or finished product that has served its intended use and has been discarded for disposal or recovery, having completed its life as a consumer item. Postconsumer material is a part of the broader category of “recovered material.” For paper and paper products, postconsumer material means “postconsumer fiber” defined by the U.S. Environmental Protection Agency (EPA) as--

(1) Paper, paperboard, and fibrous materials from retail stores, office buildings, homes, and so forth, after they have passed through their end-usage as a consumer item, including: used corrugated boxes; old newspapers; old magazines; mixed waste paper; tabulating cards; and used cordage; or

(2) All paper, paperboard, and fibrous materials that enter and are collected from municipal solid waste; but not

(3) Fiber derived from printers' over-runs, converters' scrap, and over-issue publications.

“Printed or copied double-sided” means printing or reproducing a document so that information is on both sides of a sheet of paper.

“Recovered material,” for paper and paper products, is defined by EPA in its Comprehensive Procurement Guideline as “recovered fiber” and means the following materials:

(1) Postconsumer fiber; and

(2) Manufacturing wastes such as--

(i) Dry paper and paperboard waste generated after completion of the papermaking process (that is, those manufacturing operations up to and including the cutting and trimming of the paper machine reel into smaller rolls or rough sheets) including: envelope cuttings, bindery trimmings, and other paper and paperboard waste resulting from printing, cutting, forming, and other converting operations; bag, box, and carton manufacturing wastes; and butt rolls, mill wrappers, and rejected unused stock; and

(ii) Repulped finished paper and paperboard from obsolete inventories of paper and paperboard manufacturers, merchants, wholesalers, dealers, printers, converters, or others.

(b) In accordance with Section 101 of Executive Order 13101 of September 14, 1998, Greening the Government through Waste Prevention, Recycling, and Federal Acquisition, the Contractor is encouraged to submit paper documents, such as offers, letters, or reports, that are printed or copied double-sided on recycled paper that meet minimum content standards specified in Section 505 of Executive Order 13101, when not using electronic commerce methods to submit information or data to the Government.

(c) If the Contractor cannot purchase high-speed copier paper, offset paper, forms bond, computer printout paper, carbonless paper, file folders, white wove envelopes, writing and office paper, book paper, cotton fiber paper, and cover stock meeting the 30 percent postconsumer material standard for use in submitting paper documents to the Government, it should use paper containing no less than 20 percent postconsumer material. This lesser standard should be used only when paper meeting the 30 percent postconsumer material standard is not obtainable at a reasonable price or does not meet reasonable performance standards.

(End of clause)

52.212-2 EVALUATION--COMMERCIAL ITEMS (JAN 1999)

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

- (i) Price;
- (ii) Past Performance

Past Performance, when combined, are EQUAL in weight.

PLEASE NOTE:

Bidders shall submit not-less than two and no more than five Past Performance references to include the following information:

1. Dates of performance
2. Location of performance
3. Point of Contract information (POC) e.g. telephone numbers, addresses
4. Dollar amount of Contract & contract number (if applicable)

(b) Options. The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).

(c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

(End of clause)

52.212-4 CONTRACT TERMS AND CONDITIONS-- COMMERCIAL ITEMS (SEP 2005)

(a) Inspection/Acceptance. The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. The Government must exercise its post-acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

(b) Assignment. The Contractor or its assignee may assign its rights to receive payment due as a result of performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act (31 U.S.C. 3727). However, when a third party makes payment (e.g., use of the Governmentwide commercial purchase card), the Contractor may not assign its rights to receive payment under this contract.

(c) Changes. Changes in the terms and conditions of this contract may be made only by written agreement of the parties.

(d) Disputes. This contract is subject to the Contract Disputes Act of 1978, as amended (41 U.S.C. 601-613). Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at FAR 52.233-1, Disputes, which is incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.

(e) Definitions. The clause at FAR 52.202-1, Definitions, is incorporated herein by reference.

(f) Excusable delays. The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement or any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.

(g) Invoice. (1) The Contractor shall submit an original invoice and three copies (or electronic invoice, if authorized) to the address designated in the contract to receive invoices. An invoice must include--

- (i) Name and address of the Contractor;
 - (ii) Invoice date and number;
 - (iii) Contract number, contract line item number and, if applicable, the order number;
 - (iv) Description, quantity, unit of measure, unit price and extended price of the items delivered;
 - (v) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;
 - (vi) Terms of any discount for prompt payment offered;
 - (vii) Name and address of official to whom payment is to be sent;
 - (viii) Name, title, and phone number of person to notify in event of defective invoice; and
 - (ix) Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice only if required elsewhere in this contract.
 - (x) Electronic funds transfer (EFT) banking information.
- (A) The Contractor shall include EFT banking information on the invoice only if required elsewhere in this contract.
- (B) If EFT banking information is not required to be on the invoice, in order for the invoice to be a proper invoice, the Contractor shall have submitted correct EFT banking information in accordance with the applicable solicitation provision, contract clause (e.g., 52.232-33, Payment by Electronic Funds Transfer--Central Contractor Registration, or 52.232-34, Payment by Electronic Funds Transfer--Other Than Central Contractor Registration), or applicable agency procedures.
- (C) EFT banking information is not required if the Government waived the requirement to pay by EFT.
- (2) Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) prompt payment regulations at 5 CFR part 1315.
- (h) Patent indemnity. The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.
- (i) Payment.--
- (1) Items accepted. Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract.
- (2) Prompt payment. The Government will make payment in accordance with the Prompt Payment Act (31 U.S.C. 3903) and prompt payment regulations at 5 CFR part 1315.
- (3) Electronic Funds Transfer (EFT). If the Government makes payment by EFT, see 52.212-5(b) for the appropriate EFT clause.
- (4) Discount. In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on

the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.

(5) Overpayments. If the Contractor becomes aware of a duplicate contract financing or invoice payment or that the Government has otherwise overpaid on a contract financing or invoice payment, the Contractor shall immediately notify the Contracting Officer and request instructions for disposition of the overpayment.

(j) Risk of loss. Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:

(1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin; or

(2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.

(k) Taxes. The contract price includes all applicable Federal, State, and local taxes and duties.

(l) Termination for the Government's convenience. The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

(m) Termination for cause. The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

(n) Title. Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.

(o) Warranty. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

(p) Limitation of liability. Except as otherwise provided by an express warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

(q) Other compliances. The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.

(r) Compliance with laws unique to Government contracts. The Contractor agrees to comply with 31 U.S.C. 1352 relating to limitations on the use of appropriated funds to influence certain Federal contracts; 18 U.S.C. 431 relating to officials not to benefit; 40 U.S.C. 3701, et seq., Contract Work Hours and Safety Standards Act; 41 U.S.C. 51-58, Anti-Kickback Act of 1986; 41 U.S.C. 265 and 10 U.S.C. 2409 relating to whistleblower protections; 49 U.S.C. 40118, Fly American; and 41 U.S.C. 423 relating to procurement integrity.

(s) Order of precedence. Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order: (1) the schedule of supplies/services; (2) the Assignments, Disputes, Payments, Invoice, Other Compliances, and Compliance with Laws Unique to Government Contracts paragraphs of this clause; (3) the clause at 52.212-5; (4) addenda to this solicitation or contract, including any license agreements for computer software; (5) solicitation provisions if this is a solicitation; (6) other paragraphs of this clause; (7) the Standard Form 1449; (8) other documents, exhibits, and attachments; and (9) the specification.

(t) Central Contractor Registration (CCR). (1) Unless exempted by an addendum to this contract, the Contractor is responsible during performance and through final payment of any contract for the accuracy and completeness of the data within the CCR database, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in the CCR database after the initial registration, the Contractor is required to review and update on an annual basis from the date of initial registration or subsequent updates its information in the CCR database to ensure it is current, accurate and complete. Updating information in the CCR does not alter the terms and conditions of this contract and is not a substitute for a properly executed contractual document.

(2)(i) If a Contractor has legally changed its business name, "doing business as" name, or division name (whichever is shown on the contract), or has transferred the assets used in performing the contract, but has not completed the necessary requirements regarding novation and change-of-name agreements in FAR subpart 42.12, the Contractor shall provide the responsible Contracting Officer a minimum of one business day's written notification of its intention to (A) change the name in the CCR database; (B) comply with the requirements of subpart 42.12; and (C) agree in writing to the timeline and procedures specified by the responsible Contracting Officer. The Contractor must provide with the notification sufficient documentation to support the legally changed name.

(ii) If the Contractor fails to comply with the requirements of paragraph (t)(2)(i) of this clause, or fails to perform the agreement at paragraph (t)(2)(i)(C) of this clause, and, in the absence of a properly executed novation or change-of-name agreement, the CCR information that shows the Contractor to be other than the Contractor indicated in the contract will be considered to be incorrect information within the meaning of the "Suspension of Payment" paragraph of the electronic funds transfer (EFT) clause of this contract.

(3) The Contractor shall not change the name or address for EFT payments or manual payments, as appropriate, in the CCR record to reflect an assignee for the purpose of assignment of claims (see Subpart 32.8, Assignment of Claims). Assignees shall be separately registered in the CCR database. Information provided to the Contractor's CCR record that indicates payments, including those made by EFT, to an ultimate recipient other than that Contractor will be considered to be incorrect information within the meaning of the "Suspension of payment" paragraph of the EFT clause of this contract.

(4) Offerors and Contractors may obtain information on registration and annual confirmation requirements via the internet at <http://www.ccr.gov> or by calling 1-888-227-2423 or 269-961-5757.

(End of clause)

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS--COMMERCIAL ITEMS (SEP 2006)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).

(2) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

(1) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e) (1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in paragraphs (i) through (vi) of this paragraph in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause--

(i) 52.222-26, Equal Opportunity (April 2002) (E.O. 11246).

(ii) 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (December 2001) (38 U.S.C. 4212).

(iii) 52.222-36, Affirmative Action for Workers with Disabilities (June 1998) (29 U.S.C. 793).

(iv) 52.222-39, Notification of Employee Rights Concerning Payment of Union Dues or Fees (DEC 2004) (E.O. 13201).

(v) 52.222-41, Service Contract Act of 1965, as Amended (Jul 2005), flow down required for all subcontracts subject to the Service Contract Act of 1965 (41 U.S.C. 351, et seq.).

(End of clause)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 10 Days.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 10 Days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 45 Days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 36

Months.

(End of clause)

52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

THIS STATEMENT IS FOR INFORMATION ONLY: IT IS NOT A WAGE DETERMINATION

Employee Class	Monetary Wage-Fringe Benefits
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99350 Park Attendant	\$18.67 per hour
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Please note that hourly wage estimate shown here also includes 32.85% fringe benefits, not just the actual hourly rate.

(End of clause)

52.232-18 AVAILABILITY OF FUNDS (APR 1984)

Funds are not presently available for this contract. The Government's obligation under this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

(End of clause)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://ebs.swf.usace.army.mil/>

-OR- <http://www.arnet.gov/far/>

(End of clause)

52.252-6 AUTHORIZED DEVIATIONS IN CLAUSES (APR 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the date of the clause.

(b) The use in this solicitation or contract of any DFARS (48 CFR Chapter 2) clause with an authorized deviation is indicated by the addition of "(DEVIATION)" after the name of the regulation.

(End of clause)

252.212-7001 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS APPLICABLE TO DEFENSE ACQUISITIONS OF COMMERCIAL ITEMS (OCT 2006)

(a) The Contractor agrees to comply with the following Federal Acquisition Regulation (FAR) clause which, if checked, is included in this contract by reference to implement a provision of law applicable to acquisitions of commercial items or components.

(b) In addition to the clauses listed in paragraph (e) of the Contract Terms and Conditions Required to Implement Statutes or Executive Orders--Commercial Items clause of this contract (Federal Acquisition Regulation 52.212-5), the Contractor shall include the terms of the following clauses, if applicable, in subcontracts for commercial items or commercial components, awarded at any tier under this contract:

252.225-7014 Preference for Domestic Specialty Metals, Alternate I (APR 2003) (10 U.S.C. 2533a).

252.237-7019 Training for Contractor Personnel Interacting with Detainees (SEP 2005) (Section 1092 of Pub. L. 108-375).

252.247-7023 Transportation of Supplies by Sea (MAY 2002) (10 U.S.C. 2631).

252.247-7024 Notification of Transportation of Supplies by Sea (MAR 2000) (10 U.S.C. 2631)

(End of clause)

WAGE DET. GEORGETOWN & GRANGER

05-2503 TX,AUSTIN

WAGE DETERMINATION NO: 05-2503 REV (01) AREA: TX,AUSTIN

HEALTH AND WELFARE LEVEL - INSURANCE ONLY **OTHER WELFARE LEVEL WD:05-2504

REGISTER OF WAGE DETERMINATIONS UNDER
THE SERVICE CONTRACT ACT
By direction of the Secretary of Labor

U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
WAGE AND HOUR DIVISION
WASHINGTON D.C. 20210

William W.Gross Division of
Director Wage Determinations

Wage Determination No.: 2005-2503
Revision No.: 1
Date Of Revision: 09/12/2006

State: Texas

Area: Texas Counties of Bastrop, Blanco, Burleson, Burnet, Caldwell, Fayette, Hays,

Lampasas, Lee, Llano, Mason, Milam, San Saba, Travis, Williamson

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	11.15
01012 - Accounting Clerk II	13.84
01013 - Accounting Clerk III	15.11
01020 - Administrative Assistant	20.56
01040 - Court Reporter	15.93
01051 - Data Entry Operator I	11.58
01052 - Data Entry Operator II	14.59
01060 - Dispatcher, Motor Vehicle	15.11
01070 - Document Preparation Clerk	12.41
01090 - Duplicating Machine Operator	12.41
01111 - General Clerk I	9.92
01112 - General Clerk II	13.01
01113 - General Clerk III	14.34
01120 - Housing Referral Assistant	20.32
01141 - Messenger Courier	10.06
01191 - Order Clerk I	12.16
01192 - Order Clerk II	13.56
01261 - Personnel Assistant (Employment) I	14.56
01262 - Personnel Assistant (Employment) II	16.45
01263 - Personnel Assistant (Employment) III	18.32
01270 - Production Control Clerk	17.62
01280 - Receptionist	11.83
01290 - Rental Clerk	12.79
01300 - Scheduler, Maintenance	13.10
01311 - Secretary I	13.52
01312 - Secretary II	17.52
01313 - Secretary III	18.47
01320 - Service Order Dispatcher	11.13
01410 - Supply Technician	20.56
01420 - Survey Worker	15.11
01531 - Travel Clerk I	10.04
01532 - Travel Clerk II	10.81
01533 - Travel Clerk III	11.36
01611 - Word Processor I	12.88
01612 - Word Processor II	14.46
01613 - Word Processor III	16.17
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	19.61
05010 - Automotive Electrician	16.47
05040 - Automotive Glass Installer	15.61
05070 - Automotive Worker	15.61
05110 - Mobile Equipment Servicer	13.69
05130 - Motor Equipment Metal Mechanic	17.34
05160 - Motor Equipment Metal Worker	15.61
05190 - Motor Vehicle Mechanic	17.34
05220 - Motor Vehicle Mechanic Helper	12.67
05250 - Motor Vehicle Upholstery Worker	14.56
05280 - Motor Vehicle Wrecker	15.61
05310 - Painter, Automotive	16.47
05340 - Radiator Repair Specialist	15.61
05370 - Tire Repairer	11.68
05400 - Transmission Repair Specialist	17.35
07000 - Food Preparation And Service Occupations	
07010 - Baker	11.10
07041 - Cook I	8.96
07042 - Cook II	10.12
07070 - Dishwasher	8.25
07130 - Food Service Worker	8.78
07210 - Meat Cutter	13.42
07260 - Waiter/Waitress	8.01
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	14.54
09040 - Furniture Handler	9.72

09080 - Furniture Refinisher	14.54
09090 - Furniture Refinisher Helper	11.43
09110 - Furniture Repairer, Minor	13.17
09130 - Upholsterer	14.54
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	9.14
11060 - Elevator Operator	8.42
11090 - Gardener	11.58
11122 - Housekeeping Aide	9.18
11150 - Janitor	9.85
11210 - Laborer, Grounds Maintenance	9.23
11240 - Maid or Houseman	8.24
11260 - Pruner	8.42
11270 - Tractor Operator	10.80
11330 - Trail Maintenance Worker	9.23
11360 - Window Cleaner	10.78
12000 - Health Occupations	
12010 - Ambulance Driver	15.09
12011 - Breath Alcohol Technician	15.09
12012 - Certified Occupational Therapist Assistant	21.69
12015 - Certified Physical Therapist Assistant	19.81
12020 - Dental Assistant	15.09
12025 - Dental Hygienist	41.46
12030 - EKG Technician	22.87
12035 - Electroneurodiagnostic Technologist	22.87
12040 - Emergency Medical Technician	15.09
12071 - Licensed Practical Nurse I	14.73
12072 - Licensed Practical Nurse II	16.52
12073 - Licensed Practical Nurse III	18.48
12100 - Medical Assistant	13.73
12130 - Medical Laboratory Technician	13.60
12160 - Medical Record Clerk	13.54
12190 - Medical Record Technician	13.83
12195 - Medical Transcriptionist	13.98
12210 - Nuclear Medicine Technologist	27.24
12221 - Nursing Assistant I	9.55
12222 - Nursing Assistant II	10.73
12223 - Nursing Assistant III	11.71
12224 - Nursing Assistant IV	13.14
12235 - Optical Dispenser	12.18
12236 - Optical Technician	10.72
12250 - Pharmacy Technician	12.48
12280 - Phlebotomist	13.60
12305 - Radiologic Technologist	22.48
12311 - Registered Nurse I	22.07
12312 - Registered Nurse II	26.66
12313 - Registered Nurse II, Specialist	26.66
12314 - Registered Nurse III	32.66
12315 - Registered Nurse III, Anesthetist	32.66
12316 - Registered Nurse IV	39.15
12317 - Scheduler (Drug and Alcohol Testing)	21.75
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	19.55
13012 - Exhibits Specialist II	25.78
13013 - Exhibits Specialist III	27.60
13041 - Illustrator I	19.55
13042 - Illustrator II	25.78
13043 - Illustrator III	27.60
13047 - Librarian	22.97
13050 - Library Aide/Clerk	12.25
13054 - Library Information Technology Systems Administrator	20.75
13058 - Library Technician	16.18
13061 - Media Specialist I	13.65
13062 - Media Specialist II	16.74
13063 - Media Specialist III	18.64
13071 - Photographer I	15.46
13072 - Photographer II	17.18
13073 - Photographer III	22.66
13074 - Photographer IV	25.04
13075 - Photographer V	30.29
13110 - Video Teleconference Technician	16.05
14000 - Information Technology Occupations	
14041 - Computer Operator I	13.65
14042 - Computer Operator II	15.11

14043 - Computer Operator III	18.72
14044 - Computer Operator IV	20.78
14045 - Computer Operator V	23.34
14071 - Computer Programmer I (1)	20.92
14072 - Computer Programmer II (1)	26.47
14073 - Computer Programmer III (1)	27.62
14074 - Computer Programmer IV (1)	27.62
14101 - Computer Systems Analyst I (1)	27.62
14102 - Computer Systems Analyst II (1)	27.62
14103 - Computer Systems Analyst III (1)	27.62
14150 - Peripheral Equipment Operator	13.65
14160 - Personal Computer Support Technician	22.53
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	27.62
15020 - Aircrew Training Devices Instructor (Rated)	33.42
15030 - Air Crew Training Devices Instructor (Pilot)	36.76
15050 - Computer Based Training Specialist / Instructor	30.38
15060 - Educational Technologist	30.24
15070 - Flight Instructor (Pilot)	36.76
15080 - Graphic Artist	21.57
15090 - Technical Instructor	18.31
15095 - Technical Instructor/Course Developer	22.39
15110 - Test Proctor	15.93
15120 - Tutor	15.93
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	7.20
16030 - Counter Attendant	7.20
16040 - Dry Cleaner	8.95
16070 - Finisher, Flatwork, Machine	7.20
16090 - Presser, Hand	7.20
16110 - Presser, Machine, Drycleaning	7.20
16130 - Presser, Machine, Shirts	7.20
16160 - Presser, Machine, Wearing Apparel, Laundry	7.20
16190 - Sewing Machine Operator	9.53
16220 - Tailor	10.10
16250 - Washer, Machine	7.78
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	14.54
19040 - Tool And Die Maker	21.54
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	12.21
21030 - Material Coordinator	16.87
21040 - Material Expediter	16.87
21050 - Material Handling Laborer	10.49
21071 - Order Filler	11.41
21080 - Production Line Worker (Food Processing)	12.21
21110 - Shipping Packer	13.22
21130 - Shipping/Receiving Clerk	13.22
21140 - Store Worker I	9.72
21150 - Stock Clerk	12.45
21210 - Tools And Parts Attendant	12.21
21410 - Warehouse Specialist	12.21
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	21.33
23021 - Aircraft Mechanic I	20.21
23022 - Aircraft Mechanic II	21.33
23023 - Aircraft Mechanic III	22.45
23040 - Aircraft Mechanic Helper	14.76
23050 - Aircraft, Painter	19.48
23060 - Aircraft Servicer	16.97
23080 - Aircraft Worker	17.99
23110 - Appliance Mechanic	15.89
23120 - Bicycle Repairer	11.68
23125 - Cable Splicer	19.08
23130 - Carpenter, Maintenance	17.94
23140 - Carpet Layer	18.35
23160 - Electrician, Maintenance	20.58
23181 - Electronics Technician Maintenance I	17.30
23182 - Electronics Technician Maintenance II	22.11
23183 - Electronics Technician Maintenance III	23.31
23260 - Fabric Worker	14.37
23290 - Fire Alarm System Mechanic	16.34
23310 - Fire Extinguisher Repairer	13.41
23311 - Fuel Distribution System Mechanic	16.84

23312	- Fuel Distribution System Operator	13.41
23370	- General Maintenance Worker	15.16
23380	- Ground Support Equipment Mechanic	20.21
23381	- Ground Support Equipment Servicer	16.97
23382	- Ground Support Equipment Worker	17.99
23391	- Gunsmith I	13.41
23392	- Gunsmith II	15.30
23393	- Gunsmith III	17.19
23410	- Heating, Ventilation And Air-Conditioning Mechanic	19.55
23411	- Heating, Ventilation And Air Contditiioning Mechanic (Research Facility)	
21.27		
23430	- Heavy Equipment Mechanic	17.07
23440	- Heavy Equipment Operator	16.84
23460	- Instrument Mechanic	17.19
23465	- Laboratory/Shelter Mechanic	16.25
23470	- Laborer	10.49
23510	- Locksmith	15.21
23530	- Machinery Maintenance Mechanic	18.00
23550	- Machinist, Maintenance	16.96
23580	- Maintenance Trades Helper	12.09
23591	- Metrology Technician I	17.19
23592	- Metrology Technician II	18.15
23593	- Metrology Technician III	19.09
23640	- Millwright	17.00
23710	- Office Appliance Repairer	17.33
23760	- Painter, Maintenance	14.54
23790	- Pipefitter, Maintenance	19.38
23810	- Plumber, Maintenance	18.32
23820	- Pneudraulic Systems Mechanic	17.19
23850	- Rigger	17.19
23870	- Scale Mechanic	15.30
23890	- Sheet-Metal Worker, Maintenance	18.25
23910	- Small Engine Mechanic	14.32
23931	- Telecommunications Mechanic I	21.25
23932	- Telecommunications Mechanic II	22.32
23950	- Telephone Lineman	20.37
23960	- Welder, Combination, Maintenance	15.31
23965	- Well Driller	15.31
23970	- Woodcraft Worker	17.19
23980	- Woodworker	12.09
24000	- Personal Needs Occupations	
24570	- Child Care Attendant	9.34
24580	- Child Care Center Clerk	11.64
24610	- Chore Aide	7.61
24620	- Family Readiness And Support Services Coordinator	10.20
24630	- Homemaker	16.36
25000	- Plant And System Operations Occupations	
25010	- Boiler Tender	16.86
25040	- Sewage Plant Operator	14.96
25070	- Stationary Engineer	16.96
25190	- Ventilation Equipment Tender	12.23
25210	- Water Treatment Plant Operator	14.96
27000	- Protective Service Occupations	
27004	- Alarm Monitor	14.03
27007	- Baggage Inspector	10.94
27008	- Corrections Officer	15.60
27010	- Court Security Officer	18.56
27030	- Detection Dog Handler	16.13
27040	- Detention Officer	15.60
27070	- Firefighter	18.56
27101	- Guard I	10.94
27102	- Guard II	16.13
27131	- Police Officer I	21.49
27132	- Police Officer II	23.89
28000	- Recreation Occupations	
28041	- Carnival Equipment Operator	9.47
28042	- Carnival Equipment Repairer	10.16
28043	- Carnival Equipment Worker	7.95
28210	- Gate Attendant/Gate Tender	12.14
28310	- Lifeguard	10.82
28350	- Park Attendant (Aide)	13.58
28510	- Recreation Aide/Health Facility Attendant	9.91
28515	- Recreation Specialist	13.88
28630	- Sports Official	10.82

28690 - Swimming Pool Operator	13.19
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	14.68
29020 - Hatch Tender	14.68
29030 - Line Handler	14.68
29041 - Stevedore I	13.92
29042 - Stevedore II	15.59
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	32.38
30011 - Air Traffic Control Specialist, Station (HFO) (2)	22.33
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	24.59
30021 - Archeological Technician I	18.62
30022 - Archeological Technician II	20.65
30023 - Archeological Technician III	25.78
30030 - Cartographic Technician	25.78
30040 - Civil Engineering Technician	25.78
30061 - Drafter/CAD Operator I	17.59
30062 - Drafter/CAD Operator II	19.55
30063 - Drafter/CAD Operator III	21.80
30064 - Drafter/CAD Operator IV	25.78
30081 - Engineering Technician I	12.94
30082 - Engineering Technician II	15.61
30083 - Engineering Technician III	18.00
30084 - Engineering Technician IV	21.92
30085 - Engineering Technician V	26.02
30086 - Engineering Technician VI	29.66
30090 - Environmental Technician	21.21
30210 - Laboratory Technician	17.94
30240 - Mathematical Technician	25.78
30361 - Paralegal/Legal Assistant I	17.85
30362 - Paralegal/Legal Assistant II	20.54
30363 - Paralegal/Legal Assistant III	26.99
30364 - Paralegal/Legal Assistant IV	32.66
30390 - Photo-Optics Technician	25.94
30461 - Technical Writer I	16.49
30462 - Technical Writer II	20.16
30463 - Technical Writer III	24.95
30491 - Unexploded Ordnance (UXO) Technician I	20.58
30492 - Unexploded Ordnance (UXO) Technician II	24.90
30493 - Unexploded Ordnance (UXO) Technician III	29.85
30494 - Unexploded (UXO) Safety Escort	20.58
30495 - Unexploded (UXO) Sweep Personnel	20.58
30620 - Weather Observer, Combined Upper Air Or Surface Programs (3)	21.05
30621 - Weather Observer, Senior (3)	22.48
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	8.70
31030 - Bus Driver	12.16
31043 - Driver Courier	12.69
31260 - Parking and Lot Attendant	8.86
31290 - Shuttle Bus Driver	13.97
31310 - Taxi Driver	10.95
31361 - Truckdriver, Light	13.97
31362 - Truckdriver, Medium	14.85
31363 - Truckdriver, Heavy	15.94
31364 - Truckdriver, Tractor-Trailer	15.94
99000 - Miscellaneous Occupations	
99030 - Cashier	9.75
99050 - Desk Clerk	9.11
99095 - Embalmer	20.34
99251 - Laboratory Animal Caretaker I	9.42
99252 - Laboratory Animal Caretaker II	11.14
99310 - Mortician	20.25
99410 - Pest Controller	14.67
99510 - Photofinishing Worker	10.90
99710 - Recycling Laborer	11.82
99711 - Recycling Specialist	12.86
99730 - Refuse Collector	10.05
99810 - Sales Clerk	11.14
99820 - School Crossing Guard	10.05
99830 - Survey Party Chief	17.36
99831 - Surveying Aide	11.92
99832 - Surveying Technician	15.27
99840 - Vending Machine Attendant	10.54
99841 - Vending Machine Repairer	12.78

99842 - Vending Machine Repairer Helper

10.54

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.01 per hour or \$120.40 per week or \$521.73 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

- 1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)
- 2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.
- 3) WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the

like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Under the policy and guidance contained in All Agency Memorandum No. 159, the Wage and Hour Division does not recognize, for section 4(c) purposes, prospective wage rates and fringe benefit provisions that are effective only upon such contingencies as "approval of Wage and Hour, issuance of a wage determination, incorporation of the wage determination in the contract, adjusting the contract price, etc." (The relevant CBA section) in the collective bargaining agreement between (the parties) contains contingency language that Wage and Hour does not recognize as reflecting "arm's length negotiation" under section 4(c) of the Act and 29 C.F.R. 5.11(a) of the regulations. This wage determination therefore reflects the actual CBA wage rates and fringe benefits paid under the predecessor contract.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <<http://www.dol.gov/esa/whd/>> or through the Wage Determinations On-Line (WDOL) Web site at <<http://wdol.gov/>>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the

fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

WAGE DET. CANYON LAKE

05-2521 TX,SAN ANTONIO

WAGE DETERMINATION NO: 05-2521 REV (01) AREA: TX,SAN ANTONIO

HEALTH AND WELFARE LEVEL - INSURANCE ONLY **OTHER WELFARE LEVEL WD:05-2522

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REGISTER OF WAGE DETERMINATIONS UNDER | U.S. DEPARTMENT OF LABOR
THE SERVICE CONTRACT ACT              | EMPLOYMENT STANDARDS ADMINISTRATION
By direction of the Secretary of Labor | WAGE AND HOUR DIVISION
                                         | WASHINGTON D.C. 20210
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William W.Gross	Division of	Wage Determination No.: 2005-2521
Director	Wage Determinations	Revision No.: 1
		Date Of Revision: 09/07/2006
State: Texas		

Area: Texas Counties of Atascosa, Bandera, Bexar, Comal, De Witt, Edwards, Gillespie, Gonzales, Guadalupe, Karnes, Kendall, Kerr, Kinney, McMullen, Medina, Real, Uvalde, Val Verde, Wilson

****Fringe Benefits Required Follow the Occupational Listing****

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support And Clerical Occupations	
01011 - Accounting Clerk I	12.48
01012 - Accounting Clerk II	14.00
01013 - Accounting Clerk III	15.66
01020 - Administrative Assistant	19.97
01040 - Court Reporter	15.13
01051 - Data Entry Operator I	10.73
01052 - Data Entry Operator II	11.72
01060 - Dispatcher, Motor Vehicle	13.80
01070 - Document Preparation Clerk	11.76
01090 - Duplicating Machine Operator	11.76
01111 - General Clerk I	10.45
01112 - General Clerk II	11.40
01113 - General Clerk III	15.45
01120 - Housing Referral Assistant	16.51
01141 - Messenger Courier	9.37
01191 - Order Clerk I	10.97
01192 - Order Clerk II	12.73
01261 - Personnel Assistant (Employment) I	14.64
01262 - Personnel Assistant (Employment) II	16.38
01263 - Personnel Assistant (Employment) III	18.26
01270 - Production Control Clerk	16.98
01280 - Receptionist	9.69
01290 - Rental Clerk	12.21
01300 - Scheduler, Maintenance	13.24
01311 - Secretary I	13.24
01312 - Secretary II	14.81
01313 - Secretary III	16.51
01320 - Service Order Dispatcher	12.22
01410 - Supply Technician	19.97
01420 - Survey Worker	13.76
01531 - Travel Clerk I	10.69
01532 - Travel Clerk II	11.35
01533 - Travel Clerk III	11.92
01611 - Word Processor I	12.30
01612 - Word Processor II	13.73
01613 - Word Processor III	15.01
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	17.73
05010 - Automotive Electrician	15.54
05040 - Automotive Glass Installer	14.68
05070 - Automotive Worker	14.68
05110 - Mobile Equipment Servicer	13.10
05130 - Motor Equipment Metal Mechanic	16.36
05160 - Motor Equipment Metal Worker	14.68
05190 - Motor Vehicle Mechanic	16.36
05220 - Motor Vehicle Mechanic Helper	12.41
05250 - Motor Vehicle Upholstery Worker	13.87
05280 - Motor Vehicle Wrecker	14.68
05310 - Painter, Automotive	15.54
05340 - Radiator Repair Specialist	14.68
05370 - Tire Repairer	11.12
05400 - Transmission Repair Specialist	16.36
07000 - Food Preparation And Service Occupations	

07010 - Baker	11.39
07041 - Cook I	8.72
07042 - Cook II	10.35
07070 - Dishwasher	7.67
07130 - Food Service Worker	8.10
07210 - Meat Cutter	12.03
07260 - Waiter/Waitress	7.71
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	13.66
09040 - Furniture Handler	9.71
09080 - Furniture Refinisher	13.66
09090 - Furniture Refinisher Helper	10.91
09110 - Furniture Repairer, Minor	12.20
09130 - Upholsterer	13.66
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	7.82
11060 - Elevator Operator	7.82
11090 - Gardener	12.34
11122 - Housekeeping Aide	9.43
11150 - Janitor	9.43
11210 - Laborer, Grounds Maintenance	10.37
11240 - Maid or Houseman	8.31
11260 - Pruner	9.42
11270 - Tractor Operator	11.74
11330 - Trail Maintenance Worker	10.37
11360 - Window Cleaner	9.98
12000 - Health Occupations	
12010 - Ambulance Driver	12.18
12011 - Breath Alcohol Technician	12.18
12012 - Certified Occupational Therapist Assistant	20.57
12015 - Certified Physical Therapist Assistant	19.09
12020 - Dental Assistant	13.18
12025 - Dental Hygienist	29.85
12030 - EKG Technician	21.42
12035 - Electroneurodiagnostic Technologist	21.42
12040 - Emergency Medical Technician	12.18
12071 - Licensed Practical Nurse I	13.22
12072 - Licensed Practical Nurse II	14.82
12073 - Licensed Practical Nurse III	16.52
12100 - Medical Assistant	11.83
12130 - Medical Laboratory Technician	14.66
12160 - Medical Record Clerk	13.60
12190 - Medical Record Technician	13.75
12195 - Medical Transcriptionist	13.51
12210 - Nuclear Medicine Technologist	25.95
12221 - Nursing Assistant I	8.56
12222 - Nursing Assistant II	9.63
12223 - Nursing Assistant III	10.51
12224 - Nursing Assistant IV	11.79
12235 - Optical Dispenser	13.58
12236 - Optical Technician	12.14
12250 - Pharmacy Technician	13.41
12280 - Phlebotomist	11.79
12305 - Radiologic Technologist	21.46
12311 - Registered Nurse I	22.79
12312 - Registered Nurse II	26.10
12313 - Registered Nurse II, Specialist	26.10
12314 - Registered Nurse III	31.58
12315 - Registered Nurse III, Anesthetist	31.58
12316 - Registered Nurse IV	37.86
12317 - Scheduler (Drug and Alcohol Testing)	14.66
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	16.74
13012 - Exhibits Specialist II	19.34
13013 - Exhibits Specialist III	22.01
13041 - Illustrator I	17.36
13042 - Illustrator II	19.98
13043 - Illustrator III	22.74
13047 - Librarian	23.05
13050 - Library Aide/Clerk	10.03
13054 - Library Information Technology Systems Administrator	19.44
13058 - Library Technician	11.74
13061 - Media Specialist I	12.32
13062 - Media Specialist II	13.55

13063 - Media Specialist III	14.91
13071 - Photographer I	11.81
13072 - Photographer II	14.45
13073 - Photographer III	15.64
13074 - Photographer IV	17.80
13075 - Photographer V	21.60
13110 - Video Teleconference Technician	12.32
14000 - Information Technology Occupations	
14041 - Computer Operator I	13.14
14042 - Computer Operator II	14.77
14043 - Computer Operator III	17.91
14044 - Computer Operator IV	19.86
14045 - Computer Operator V	22.02
14071 - Computer Programmer I (1)	20.20
14072 - Computer Programmer II (1)	25.04
14073 - Computer Programmer III (1)	27.62
14074 - Computer Programmer IV (1)	27.62
14101 - Computer Systems Analyst I (1)	26.31
14102 - Computer Systems Analyst II (1)	27.62
14103 - Computer Systems Analyst III (1)	27.62
14150 - Peripheral Equipment Operator	13.14
14160 - Personal Computer Support Technician	19.86
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	23.66
15020 - Aircrew Training Devices Instructor (Rated)	28.63
15030 - Air Crew Training Devices Instructor (Pilot)	31.42
15050 - Computer Based Training Specialist / Instructor	23.83
15060 - Educational Technologist	20.58
15070 - Flight Instructor (Pilot)	31.42
15080 - Graphic Artist	20.42
15090 - Technical Instructor	17.54
15095 - Technical Instructor/Course Developer	21.45
15110 - Test Proctor	14.75
15120 - Tutor	14.75
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	7.72
16030 - Counter Attendant	7.72
16040 - Dry Cleaner	9.36
16070 - Finisher, Flatwork, Machine	7.72
16090 - Presser, Hand	7.72
16110 - Presser, Machine, Drycleaning	7.72
16130 - Presser, Machine, Shirts	7.72
16160 - Presser, Machine, Wearing Apparel, Laundry	7.72
16190 - Sewing Machine Operator	9.90
16220 - Tailor	10.40
16250 - Washer, Machine	8.38
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	15.98
19040 - Tool And Die Maker	18.82
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	11.25
21030 - Material Coordinator	14.76
21040 - Material Expediter	14.76
21050 - Material Handling Laborer	10.39
21071 - Order Filler	10.21
21080 - Production Line Worker (Food Processing)	11.25
21110 - Shipping Packer	11.85
21130 - Shipping/Receiving Clerk	11.22
21140 - Store Worker I	9.15
21150 - Stock Clerk	12.21
21210 - Tools And Parts Attendant	11.25
21410 - Warehouse Specialist	11.25
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	19.50
23021 - Aircraft Mechanic I	18.43
23022 - Aircraft Mechanic II	19.50
23023 - Aircraft Mechanic III	20.57
23040 - Aircraft Mechanic Helper	12.93
23050 - Aircraft, Painter	16.54
23060 - Aircraft Servicer	14.48
23080 - Aircraft Worker	15.44
23110 - Appliance Mechanic	14.53
23120 - Bicycle Repairer	11.12
23125 - Cable Splicer	15.17

23130	- Carpenter, Maintenance	14.52
23140	- Carpet Layer	13.67
23160	- Electrician, Maintenance	18.62
23181	- Electronics Technician Maintenance I	18.45
23182	- Electronics Technician Maintenance II	21.77
23183	- Electronics Technician Maintenance III	22.84
23260	- Fabric Worker	12.97
23290	- Fire Alarm System Mechanic	16.31
23310	- Fire Extinguisher Repairer	12.12
23311	- Fuel Distribution System Mechanic	15.82
23312	- Fuel Distribution System Operator	11.95
23370	- General Maintenance Worker	13.33
23380	- Ground Support Equipment Mechanic	18.43
23381	- Ground Support Equipment Servicer	14.48
23382	- Ground Support Equipment Worker	15.44
23391	- Gunsmith I	11.95
23392	- Gunsmith II	13.67
23393	- Gunsmith III	15.40
23410	- Heating, Ventilation And Air-Conditioning Mechanic	17.27
23411	- Heating, Ventilation And Air Contditioning Mechanic (Research Facility)	
18.28		
23430	- Heavy Equipment Mechanic	15.86
23440	- Heavy Equipment Operator	15.40
23460	- Instrument Mechanic	15.58
23465	- Laboratory/Shelter Mechanic	14.52
23470	- Laborer	9.09
23510	- Locksmith	14.07
23530	- Machinery Maintenance Mechanic	15.82
23550	- Machinist, Maintenance	14.67
23580	- Maintenance Trades Helper	11.10
23591	- Metrology Technician I	15.58
23592	- Metrology Technician II	16.49
23593	- Metrology Technician III	17.39
23640	- Millwright	18.36
23710	- Office Appliance Repairer	15.04
23760	- Painter, Maintenance	14.52
23790	- Pipefitter, Maintenance	16.70
23810	- Plumber, Maintenance	16.46
23820	- Pneudraulic Systems Mechanic	15.58
23850	- Rigger	15.20
23870	- Scale Mechanic	13.84
23890	- Sheet-Metal Worker, Maintenance	15.32
23910	- Small Engine Mechanic	14.20
23931	- Telecommunications Mechanic I	18.19
23932	- Telecommunications Mechanic II	19.15
23950	- Telephone Lineman	18.19
23960	- Welder, Combination, Maintenance	15.40
23965	- Well Driller	15.40
23970	- Woodcraft Worker	15.58
23980	- Woodworker	11.51
24000	- Personal Needs Occupations	
24570	- Child Care Attendant	9.45
24580	- Child Care Center Clerk	12.07
24610	- Chore Aide	10.57
24620	- Family Readiness And Support Services Coordinator	8.89
24630	- Homemaker	13.69
25000	- Plant And System Operations Occupations	
25010	- Boiler Tender	18.19
25040	- Sewage Plant Operator	16.46
25070	- Stationary Engineer	18.19
25190	- Ventilation Equipment Tender	12.13
25210	- Water Treatment Plant Operator	16.46
27000	- Protective Service Occupations	
27004	- Alarm Monitor	12.84
27007	- Baggage Inspector	9.34
27008	- Corrections Officer	21.15
27010	- Court Security Officer	21.15
27030	- Detection Dog Handler	12.84
27040	- Detention Officer	21.15
27070	- Firefighter	19.94
27101	- Guard I	9.34
27102	- Guard II	12.84
27131	- Police Officer I	21.92
27132	- Police Officer II	24.37

28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	9.64
28042 - Carnival Equipment Repairer	10.13
28043 - Carnival Equipment Worker	8.04
28210 - Gate Attendant/Gate Tender	12.14
28310 - Lifeguard	10.82
28350 - Park Attendant (Aide)	13.58
28510 - Recreation Aide/Health Facility Attendant	9.91
28515 - Recreation Specialist	13.42
28630 - Sports Official	10.82
28690 - Swimming Pool Operator	11.47
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	13.91
29020 - Hatch Tender	13.91
29030 - Line Handler	13.91
29041 - Stevedore I	12.62
29042 - Stevedore II	14.32
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (2)	32.38
30011 - Air Traffic Control Specialist, Station (HFO) (2)	22.33
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)	24.59
30021 - Archeological Technician I	13.96
30022 - Archeological Technician II	15.62
30023 - Archeological Technician III	19.34
30030 - Cartographic Technician	20.53
30040 - Civil Engineering Technician	18.37
30061 - Drafter/CAD Operator I	14.61
30062 - Drafter/CAD Operator II	17.66
30063 - Drafter/CAD Operator III	18.47
30064 - Drafter/CAD Operator IV	22.24
30081 - Engineering Technician I	13.02
30082 - Engineering Technician II	15.55
30083 - Engineering Technician III	17.40
30084 - Engineering Technician IV	20.25
30085 - Engineering Technician V	24.76
30086 - Engineering Technician VI	29.15
30090 - Environmental Technician	16.51
30210 - Laboratory Technician	17.15
30240 - Mathematical Technician	20.53
30361 - Paralegal/Legal Assistant I	15.11
30362 - Paralegal/Legal Assistant II	19.84
30363 - Paralegal/Legal Assistant III	24.25
30364 - Paralegal/Legal Assistant IV	29.32
30390 - Photo-Optics Technician	20.53
30461 - Technical Writer I	19.09
30462 - Technical Writer II	23.34
30463 - Technical Writer III	25.67
30491 - Unexploded Ordnance (UXO) Technician I	20.58
30492 - Unexploded Ordnance (UXO) Technician II	24.90
30493 - Unexploded Ordnance (UXO) Technician III	29.85
30494 - Unexploded (UXO) Safety Escort	20.58
30495 - Unexploded (UXO) Sweep Personnel	20.58
30620 - Weather Observer, Combined Upper Air Or Surface Programs (3)	16.93
30621 - Weather Observer, Senior (3)	18.82
31000 - Transportation/Mobile Equipment Operation Occupations	
31020 - Bus Aide	10.19
31030 - Bus Driver	12.04
31043 - Driver Courier	11.97
31260 - Parking and Lot Attendant	8.73
31290 - Shuttle Bus Driver	12.89
31310 - Taxi Driver	10.81
31361 - Truckdriver, Light	12.89
31362 - Truckdriver, Medium	13.70
31363 - Truckdriver, Heavy	16.02
31364 - Truckdriver, Tractor-Trailer	16.02
99000 - Miscellaneous Occupations	
99030 - Cashier	7.80
99050 - Desk Clerk	8.80
99095 - Embalmer	16.85
99251 - Laboratory Animal Caretaker I	9.36
99252 - Laboratory Animal Caretaker II	10.07
99310 - Mortician	22.43
99410 - Pest Controller	13.11
99510 - Photofinishing Worker	10.52

99710 - Recycling Laborer	9.36
99711 - Recycling Specialist	10.13
99730 - Refuse Collector	8.51
99810 - Sales Clerk	10.73
99820 - School Crossing Guard	9.80
99830 - Survey Party Chief	16.24
99831 - Surveying Aide	11.32
99832 - Surveying Technician	13.52
99840 - Vending Machine Attendant	8.75
99841 - Vending Machine Repairer	10.43
99842 - Vending Machine Repairer Helper	8.75

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

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HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordinance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or

explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Under the policy and guidance contained in All Agency Memorandum No. 159, the Wage and Hour Division does not recognize, for section 4(c) purposes, prospective wage rates and fringe benefit provisions that are effective only upon such contingencies as "approval of Wage and Hour, issuance of a wage determination, incorporation of the wage determination in the contract, adjusting the contract price, etc." (The relevant CBA section) in the collective bargaining agreement between (the parties) contains contingency language that Wage and Hour does not recognize as reflecting "arm's length negotiation" under section 4(c) of the Act and 29 C.F.R. 5.11(a) of the regulations. This wage determination therefore reflects the actual CBA wage rates and fringe benefits paid under the predecessor contract.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at <<http://www.dol.gov/esa/whd/>> or through the Wage Determinations On-Line (WDOL) Web site at <<http://wdol.gov/>>.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.